

TOWN OF LYNDON
PLANNING COMMISSION
August 12, 2020 Meeting Minutes
Approved 8/26/20

Planning Commissioners: Sylvia Dodge, Nancy Blankenship, Susan Hanus, Ken Mason

Public Official(s): Annie McLean

Press: None

Public: Roni Leach, Pauline Harris

Sylvia Dodge chaired the meeting, which was called to order at 6:04 p.m.

Ken Mason made **a motion to approve the minutes of July 8, 2020**. Susan Hanus **seconded the motion**. The Commission **voted 4-0**.

Annie McLean gave a very brief overview of Vermont's Open Meeting Law requirements and how they pertained to email communications between members of public bodies. Ms. McLean provided the Commission with the [Vermont League of Cities & Towns \(VLTC\) Municipal Assistance Center: Open Meeting Law FAQs](#).

The Commission discussed the 2020 Kingdom Trail Association (KTA) Mini Grant application for former Town Garage property. Nancy Blankenship suggested that the Commission ask the Selectboard to cover the cost of mowing the southern parcel this summer/fall. All agreed. Sylvia Dodge suggested the Town promote a contest to officially name the park. Ms. McLean will have a draft grant application for review at the next Planning Commission Meeting that will include the following items:

- “Coming Soon” banner;
- Mowing;
- Leave No Trace signage;
- Picnic tables;
- Benches; and,
- Light landscaping, e.g. wildflowers.

Sylvia Dodge, Nancy Blankenship, Ken Mason, and Tammy Martel have completed their allowed uses definitions. Susan Hanus will work on the definitions originally assigned to Emily Finnegan. Annie McLean will combine all for review at the next Planning Commission Meeting. The next Planning Commission meeting is scheduled for August 26, 2020 at 6:00 p.m.

Annie McLean provided updates on the Municipal Plan adoption process, noting a new public hearing had been scheduled for September 2nd. Ms. McLean also informed the Commission that that NVDA had put out a scope of work (SOW) and request for proposals on behalf of the Village to conduct turning Movement Counts, Traffic Flow Analysis, and a Parking Utilization Analysis for the Village of Lyndonville. The SOW also included the examination, through

simulations, how the implementation of one-way traffic patterns on roads that are currently two-way might impact intersection capacity and the availability of parking within the Village.

Ken Mason provided a brief update on the progress of the Flood Hazard Regulations work group.

The meeting adjourned at 7:02p.m.

Respectfully submitted by: AMclean