

Townshend Planning Commission
Minutes
April 24, 2013

Present: John Evans; Susan LeCours; Stan Holt

In Attendance: David Dezendorf; Craig Hunt, recorder

- 1. Call to Order:** Evans called the meeting to Order at 7:15 P.M.
- 2. Approval of Minutes:** LeCours made a motion: **To approve the Planning Commission Minutes of March 27, 2013**, seconded by Holt and carried by those present.
- 3. Correspondence:** Two letters, both from Tiz Garfield of the Town Hall Renovation Committee and dated April 11th and April 24th, were read. The first updated the Planning Commission on additional responsibilities the Select Board has asked the Renovation Committee and Planning Commission to take on; Town Hall fire door contract, heating system engineering studies and long-term repairs and upgrades prioritization. The second letter criticized the Commission for not acknowledging and responding to the first.

The April 11th letter, however, was supposed to be seen at the meeting on April 11th, which was canceled. Commission members present requested that Hunt respond to Garfield with apology and provide her with draft agendas and meeting Minutes as they became available. They then decided to discuss these matters with the full Commission at the next meeting.

From the Windham Regional Commission, a map showing both the 2007 FEMA Flood Harzard Zone in Townshend and the existing property parcels was received and examined. Hunt provided names of property owners shown on the map and lengthy discussion ensued.

- 4. Reports:** None at this time.

5. Members of the Public: David Dezendorf conveyed a request from the Select Board that the Planning Commission appoint a representative to the newly forming Fire Station Study Committee. With two members from the Fire Department and one each from the Planning Commission, the Select Board and the public at large, the Committee will study needs and options for TFD's future.

Commissioners agreed upon the importance of such a study and hoped to be able to make an appointment to fulfill this request at the next meeting.

6. Old Business: None at this time.

7. New Business: None at this time.

8. Meeting Schedule: May 8, 2013 at 7:15 P.M.

9. Adjournment: LeCours made a motion: **To adjourn at 8:15 P.M.**, carried by those present.

Respectfully submitted,

Craig K. Hunt

Approved: 05/08/13