

Townshend Planning Commission

August 14, 2013

Present: **Art Monette; John Evans; Sue LeCours**

In Attendance: Craig Hunt, recorder

1. **Call to Order:** Monette called the meeting to Order at 7:23pm.
2. **Members of the Public:** None at this time.
3. **Approval of Minutes:** Evans made a motion: **To approve the Planning Commission Minutes of July 10, 2013, as corrected**, seconded by Monette and carried by those present with one abstention.
4. **Correspondence:** Monette read correspondence from the Department of Environmental Conservation regarding permit applications received from Royce for sub-dividing a parcel on State Forest Road and from Omasta for construction of a 4-bedroom single family home on Gramma Cutts Lane. Approval was given to an application from Tucker to build a single family home on Manning Road.
Monette also noted receiving Minutes from the Townshend Select Board, an announcement about VLCT's Town Fair in October, and a planning grant application from the Windham Regional Commission.
5. **Reports:**
Fire Station Study Committee: Nothing at this time.
Town Hall Renovations: Ingram is preparing to order the fire doors and should be starting construction in late September or early October.
Invasive Insects: Nothing at this time.
Townshend Congregational Church: Additional information from Mike Finegan should be available at the next meeting.
6. **Old Business: Flood Plain Building Review Process:** Monette informed Commission members that Dinah Reed from the Windham Regional Commission should be attending the next meeting on September 11th and have draft language for the Commission to review.

7. New Business: Monette requested that Vacancy Notices be posted for openings on the Town Hall Renovations Committee and that the Select Board be asked to announce at a future meeting that positions on this important committee were available.

Discussion ensued about the future possibility of a sidewalk along Grafton Road between Grace Cottage Hospital and Valley Cares.

8. Meeting Schedule: September 11, 2013 at 7:15 P.M.

9. Adjournment: Evans made a motion: **To adjourn at 8:05pm**, carried by those present.

Respectfully submitted,

Craig K. Hunt