

**Townshend Planning Commission**  
**Minutes**  
**July 28, 2021 on the Town Common**

**Present:** John Evans, Liza Martin and Andrew Snelling

- 1. Call to Order:** Chairman Evans called the meeting to order at 5:08 p.m.
- 2. Approval of Minutes:** Evans moved to accept the minutes of July 14, 2021 as submitted. The motion was seconded by Martin and carried by those present.
- 3. Additions and Deletions:** Snelling requested that a discussion of the final 2020/21 fiscal year be added under Other Business. There were no objections.
- 4. Members of the Public:** none
- 5. Correspondence:** Email from NRB District 2 Re: Kindle Farm School Act 250 permit: The email states that the application is incomplete and requires additional information. The email was discussed but no action was taken.
- 6. Old Business:** Capital Budgeting Review of Town Hall: Snelling stated that the invoice from Keefe & Wesner was paid in the 2020/21 fiscal year and the work is ongoing.  
West Townshend VCD: No new update  
Act 174 Energy Element: No new updates
- 7. New Business:**
- 8. Other Business:** Snelling presented a copy of the final statement of fiscal 2020/21 spending versus the budget. He noted that the Planning Commission finished the year under budget.
- 9. Meeting Schedule:** Regular Meeting: August 11, 2021 @ 5:00 p.m.  
Regular Meeting: August 25, 2021 @ 5:00 p.m.  
*Weather permitting to be in person at the Gazebo*
- 10. Adjournment:** There being no further business to come before the Commission, Chairman, Evans adjourned the meeting at 5:30 p.m.

Respectfully submitted,  
Andrew Snelling