

**Townshend Planning Commission**  
**Minutes**  
**May 11, 2022**

**Present:**

Member of the public:

John Evans, Liza Martin and Andrew Snelling  
John Bennett from WRC

**1. Call to Order:** Chairman Evans called the meeting to order at 7:08 p.m.

**2. Approval of Minutes:** Martin moved, and Evans seconded a motion to approve the minutes of the April 27, 2022 meeting with the addition of the word “be” in the last line under Capital Budgeting and the correction of the spelling of Marc Pickering’s name. The motion passed unanimously.

**3. Additions and Deletions:** none

**4. Members of the Public:** John Bennett stated that part of WRC role is to review the Town Plan with the Planning Commissions every four years. The Townshend Plan is due for renewal on 9/26/25. He began by going over the findings of the WRC when the current plan was confirmed by WRC and continued with new items that will need be included in the plan renewal. There was a discussion of local planning needs and the current activities of the Planning Commission and areas where WRC could be of assistance. Bennett emphasized that the WRC depends on the support of the towns and the contributions from the Town’s Commissioners on the WRC Board. In closing Bennett stressed the benefits of getting the Town Plan confirmed by the WRC.

**5. Correspondence:** none

**6. Old Business:** Traffic Calming Signs: Evans informed the Commission that he had spoken with the Newfane town office and that they had obtained their signs for \$3,755 each plus \$375 for software. He commented that the price has likely gone up since then. The Newfane Road Foreman handled most of the arrangements and Evans will talk to him directly to get more information.

Capital Budgeting Town Hall: The Commission discussed the idea of modifying the access ramp to the front door to meet current ADA requirements. Snelling said that there appeared to be sufficient room to make it work and that it would be a manageable project and a step in the right direction. Funding could possibly come from the ARPA funds or the RDAG money.  
VCD West Townshend: no update

**7. New Business:** none

**8. Other Business:** none

**Meeting Schedule:**

Regular Meeting: May 25, 2022 @ 7:00 p.m.

Regular Meeting: June 8, 2022 @ 7:00 p.m.

*Meetings to be held in the Town Hall and via Zoom*

**9. Adjournment:**

Chairman Evans, seeing that there was no further business to come before the Commission, adjourned the meeting at 8:20 p.m.

Respectfully submitted,  
Andrew Snelling