

TOWN OF GREEN MOUNTAIN FALLS

Planning Commission Meeting

2023-11-13 at 6:30 P.M.

REGULAR MEETING MINUTES

Commission Members Present

Lamar Mathews, Chair
Ann Esch
Rocco Blasi
Mike Frey
Lisa Bonwell

Commission Members Not Present

Town Clerk

Bo Ayad

Trustees Present

Mayor Dixon
Trustee Donzello

1. Call to Order & Roll Call

Chair Lamar Mathews called the meeting to order at 6:31 p.m. Roll was taken and all commissioners were present. Mayor Dixon was present, Commissioner Esch joined the meeting on Zoom.

2. Additions, Deletions, or Corrections to the Agenda

Commissioner Blasi motioned to add item 8C Fee Schedule Update & made a motion, seconded by Commissioner Bonwell, to accept the agenda as amended, Motion passed unanimously.

3. Consent Agenda

A motion to approve PC Meeting Minutes from 10/24/2023 was made by Commissioner Bonwell and seconded by Commissioner Esch. Motion passed unanimously.

4. Public Input 3 Minutes Per Speaker

Trustee Donzello question directed for the Town's Legal Representative. If the PC was not an adjudicating body & if the BoT was the appellate body, could PC have an expanded role in the building application process.

5. Staff Report

The Town Planner was present for the Legal guidance only at this meeting. A discussion took place on whether to include addresses related to building applications and how often to receive Town Planner Reports.

6. New Business

6a) Legal – Austin Flanagan – Presented about best practices regarding the application review process and which Commission or Board reviews various applications or appeals. Mr. Flanagan stated that the PC is a decision maker or an appeal body for all applications whether initially or as an appellate action. This causes the PC to be considered a Quasi-Judicial Body where pre-judgment guidelines apply. He went on to say that building application addresses may or may not be included in staff reports and it was more of a preference or a topic of Town Policy. Mr. Flanagan stated that changing the appellate process and or deciding body would be a major overhaul. Commissioner Esch suggested that we use a uniform document to post, on-site, that there is an active application.

6b) Commission Re-appointments- Commissioners discussed the 1-Year & 2-Year Terms and decided that Commissioner Bonwell & Commissioner Esch would take the one-year terms and all other commissioners would be on 2-Year Terms. A memo was completed & projected with all terms defined.

7. Discussion Items

A. Guard Rail- Phil McIntire showed the three proposals for the guardrail and introduced a new idea from ENTECH which is to add a swale for drainage in the road rather than a grated drain across the road. As of the time of the meeting, ENTECT had not scheduled the site visit or started on the engineering for the various proposals. The Mayor recommended that staff pursue next steps and contact ENTECH directly to acquire the preliminary assessments.

B. Budget Discussions- Chair Mathews voiced concern that the Committees will have 15 minutes to present their respective budgets to the BoT & felt that committees should have presented ahead of the staff presentations which already took place. Commissioner Bonwell voiced concern that the conversation

had strayed from topic before she left the meeting. No revisions were made to the previously agreed upon 5K budget for LU Code Updates.

c. Fee Schedule Update- Commissioner Blasi voiced concern over the progress of the fee schedule and the related timeline. The Town Clerk offered to re-send the latest revision of the fee schedule for final feedback.

8. Correspondence

9. Adjournment Meeting adjourned at 8:38 p.m. By Chair Mathews.