

Town of Sharon, Vermont  
**Planning Commission**  
Minutes  
December 10, 2019 (DRAFT)

Commissioners present: Ira Clark, Paul Kristensen, Sue Sellew, Peter Anderson

Staff Present: Margy Becker, taking minutes

Visitors Present: none

Call to order:

The meeting was called to order at 7:00PM by Ira Clark.

Election of Temporary Chair:

Peter Anderson nominated Ira Clark as temporary chair. Sue Sellew seconded. The motion carried.

Approval of Minutes of November 12, 2019:

Modifications to the November 12 minutes were made. Sue Sellew made the motion to approve the minutes of November 12, 2019 as amended. Peter Anderson seconded. The motion carried.

In subsequent discussions it was noted the Chair of the Energy Committee, Ryan Haac, had suggested corrections and changes to the minutes where discussions on ‘preferred sites’ for alternative energy facilities were noted. Ira Clark read from Ryan’s email. Commissioners agreed their edits to the minutes substantially addressed Ryan’s concerns and that no further modifications to the minutes were needed.

FY20 Municipal Planning Grant – Town Plan Revisions

Margy Becker presented copies of the grant agreement. The grant award is for \$9,076; the local match is \$908.

The Department of Housing and Community Development’s procurement policies provide an exception for small towns with grant awards less than \$10,000 to work with the regional planning commissions. The Town would not have to engage in competitive procurement procedures.

Planning Commissioners agreed they preferred the option of working with regional planning commission staff versus an outside consultant. Staff at Two Rivers Ottauquechee Regional

Commission are familiar with the town, the existing Town Plan, and staff helped write the grant application.

It was agreed Sue Sellew will attend the next Selectboard meeting and request a waiver from the Town's procurement policy. The Town's policy would require procurement of a consultant through a formal bid process. Margy Becker will be at the meeting to provide necessary background information.

Commissioners discussed their intention to give further consideration of the sequence of town plan chapter revisions. The revision process could take up to a year.

Norwich Town Plan Hearings Notice:

Planning Commissioners acknowledged receipt of the Norwich's Proposed Town Plan and notice of January 9<sup>th</sup> and January 13<sup>th</sup> public hearings.

FY21 budget and Town Report:

Sue Sellew made the motion to request \$6,402 for the Planning Commission/DRB FY21 budget, which is level funding. The motion was seconded and carried unanimously. Sue Sellew agreed to help prepare the 2019 town report.

Adjournment:

Peter Anderson made the motion to adjourn the Planning Commission meeting at 8:20PM and convene the Development Review Board. Sue Sellew seconded. The motion carried.

Submitted by,  
Margy Becker