

## WEST WINDSOR PLANNING COMMISSION

Draft Minutes

January 9, 2013

Present: Al Keiller, Mark Isenberg, Barbara Truex, Arthur Steinberg, Elvin Kaplan, Jason Rasmussen, Glenn Seward, Martha Harrison

1. Call to Order – Planning Commission Vice Chair Barbara Truex called the meeting to order at 6:32 PM.
2. Changes or Additions – Al Keiller noted receipt of an email from Cathy Boedtke and said the Planning Commission should discuss the email and its implications. Barbara suggested considering the email under Other Business.
3. Public Comment – Economic Coordinator position: Glenn said the Selectboard came up with a budget amount of \$10,000 for the Economic Coordinator and promotional materials. Glenn said the Selectboard is proposing to hire someone for 10 hours per week for 43 weeks (from Town Meeting until the end of the year). Glenn asked the PC to let the Selectboard know if they are not okay with the amount and would like to suggest an alternative. **Al moved to endorse the position at \$10,000 subject to an increase in the future if warranted. Elvin seconded the motion.** Mark said he would like the promotion of existing businesses to be part of the job description. **Barbara called for a vote on the motion, which passed unanimously.** Cathy Boedtke's email: Glenn said he would be happy to address the PC's questions with regard to Cathy's email. Al suggested engaging the Town Counsel to look into the ethical and legal questions raised. Al also expressed concern about Cathy's recent appointment as Economic Coordinator, which requires working closely with the Selectboard and the PC. **Barbara moved to go into Executive Session to discuss personnel matters. Al seconded the motion, which passed without objection.** After discussion, **Barbara moved to come out of Executive Session. The motion passed without objection.**
4. Elect Officers – **Al nominated Barbara as Chair. Elvin seconded the motion.** Mark suggested daytime meetings. The PC agreed to consider daytime meetings. **Barbara called for a vote on the motion, which passed with Barbara abstaining. Elvin nominated Al as Vice Chair. Mark seconded the motion, which passed with Al abstaining.**
5. Review Economic Development Plan & Chapter 11 of the Town Plan – The PC reviewed Al's draft and Jason's comments. Some of the comments were accepted and incorporated into the draft document. Jason asked the PC if they would like to designate the Primary Growth - Village district as the focal point for commercial development and the Light Industrial/Commercial district as the focal point for industrial development. Barbara questioned the viability of the Light Industrial/Commercial district as such, due to transportation issues. Jason asked the PC if they would rather push commercial development toward the village and the resort. Jason also asked if "industrial" is the best use for the existing industrial district. Al suggested leaving the districts as they are for now and not making changes. Barbara and Mark agreed. With regard to the village, Jason also suggested changing "low-impact non-residential" development to "commercial" development. Martha noted that the text used to refer to commercial development and a previous Planning Commission purposely changed it to "low-impact non-residential" and defined the term very specifically in the zoning regulations. Al suggested leaving the text as is. There was discussion on the seasonal housing data. Martha said she used zip code data from the Grand List to determine whether housing was owner occupied. The PC agreed to leave the data as

is. Mark suggested removing the sentence about the negative impacts of a shift from seasonal to year-round use. The PC agreed. The PC agreed to refer to the “ski area” rather than the “resort” with regard to the foreclosure. The PC agreed not to refer to the estimated cost of the village sewer expansion since it is subject to change. The PC reviewed and made minor changes to the proposed economic strategies. Jason noted that the “economic development policies” are weakly worded and might not have an impact in an Act 250 hearing. **Al moved to approve the Economic Development chapter, as revised.** Martha said if there is anything that the PC definitely does not want, they can include a strongly worded policy statement to that effect (e.g. There shall be no cell towers in the village). **Mark seconded Al’s motion, which passed unanimously.** Short-term economic development plan: The PC agreed that the short-term plan should be a separate document to guide the work of the PC, the Selectboard and the Economic Coordinator over the next six months. Al said someone should review the short-term plan with the Economic Coordinator. **Al moved to refer the Short-term Economic Development Plan to the Selectboard for consideration at their meeting next Monday. Elvin seconded the motion, which passed unanimously.**

6. Review Recreation Plan & Chapter 6 of the Town Plan – Barbara noted revisions to the chapter by Martha, Jason and herself. The PC discussed additional revisions to the most recent draft and agreed to reference the recreation survey and both “organized” and “informal” activities. Elvin noted that there is no mention of Mile Long Field in the Recreation chapter. The PC agreed that Mile Long Field should be mentioned. The PC agreed to finish reviewing the Recreation chapter, starting with “Strategies to meet future recreation needs,” at their next meeting.
7. Discuss status of Energy Committee – Martha said the Selectboard would like a recommendation from the PC as to whether the town should continue to have an Energy Committee. Jason said there’s no requirement to have an Energy Committee. Martha said the Energy Committee coordinated energy audits for town buildings and new lights were installed in the town hall and the town garage. Barbara suggested recommending to the Selectboard that the town not have an Energy Committee for the time being. The PC agreed.
8. Minutes - November 29<sup>th</sup>: **Barbara moved to approve the minutes of November 29<sup>th</sup> as written. Mark seconded the motion, which passed with Arthur abstaining.** December 12<sup>th</sup>: **Barbara moved to approve the minutes of December 12<sup>th</sup> as written. Al seconded the motion, which passed with Arthur and Elvin abstaining.**
9. Other Business - None
10. Adjourn – **Elvin moved to adjourn at 8:15 PM. Barbara seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison