

**TOWN OF WESTFORD
PLANNING COMMISSION MINUTES
Minutes for July 1, 2009 Meeting
Approved on August 5, 2009**

Commission Members Present: Mark Letorney (Chair), Patrick Haller and Seth Jensen.

Commission Members Absent: Jason Hoover.

Also Present: Melissa Manka (Planning Coordinator), Finn Haller and Michael Nelson.

The meeting began at approximately 7:00 p.m.

Town Plan Re-Write

Energy:

Pat gave an overview of the draft energy plan the Energy Committee has been working on. The Planning Commission discussed the draft and suggested revisions. Pat stated the Energy Committee will need to review the plan once more prior to submitting it to Melissa for inclusion in the draft Town Plan.

Draft Town Plan:

The Planning Commission will discuss the complete draft of the Town Plan at their July 15th meeting.

Implementation Plan:

The Planning Commission discussed the draft implementation plan and began filling in the spreadsheet. However, Mark offered to take a first shot at completely the implementation plan to save the Commission's time. The Commission will review Mark's work at their July 15th meeting.

Planning Commission Work Plan

The Planning Commission reviewed the work plan.

Minutes of the June 17, 2009 Meeting

The Planning Commission will discuss the minutes of the June 17th meeting at their July 15th meeting.

The meeting adjourned at approximately 8:16 p.m.

Submitted by,
Melissa Manka, Planning Coordinator