

TOWN OF WESTFORD
PLANNING COMMISSION MINUTES
Minutes for February 3, 2010 Meeting
Approved on March 3, 2010

Commission Members Present: Mark Letorney (Chair), Gordon Gebauer, Patrick Haller and Jason Hoover.

Commission Members Absent: Seth Jensen.

Also Present: Melissa Manka (Planning Coordinator).

The meeting began at approximately 7:14 p.m.

Planning Commission Sub-Committees & Town Plan Implementation Strategy

The Planning Commission discussed the 2010 Implementation Plan and whether Planning Commission sub-committees were warranted to accomplish all objectives. The Commission agreed to undertake regulation amendments themselves. They also agreed to have a Road Committee as a sub-committee of the Planning Commission. Gordon offered to head that committee. He will contact individuals who showed interest in the committee last year and ask the SB to appoint interested individuals. Mark offered to pursue the Town Center Wastewater Project this year and Seth will be asked to take the lead in developing adaptive reuse and affordable housing regulations. Melissa offered to send a memo to the Selectboard, Conservation Commission, Town Center Committee, Town Common Committee, Historical Society, Energy Committee, Road Committee and Trails Committee outlining each board/committee's implementation goals for 2010. The Commission then developed their 2010 work plan according to their discussion and implementation goals.

Planning Commission Work Plan

Melissa will revise the work plan as discussed at the meeting.

Other Business

The Commission asked Melissa to develop 2011 and 2012 Implementation Plans. She said she would do so after the Selectboard adopted the Town Plan due to the time it took to prepare.

The Planning Commission discussed sending a letter to the Conservation Commission and Energy Committee thanking them for their help in drafting the Town Plan. Mark offered to draft a letter for the Commission to review at their next meeting.

Melissa informed the Commission that the Chittenden County Regional Planning Commission was about to undertake a rewrite of the 2006 Regional Plan.

Minutes of the January 20, 2009 Meeting

Pat MOVED to approve the minutes as amended.

Gordon SECONDED the motion.

The motion PASSED: 4 – 0.

The meeting adjourned at approximately 8:56 p.m.

Submitted by,

Melissa Manka, Planning Coordinator