

Craftsbury Planning Commission
3.15.23
Draft Minutes

Present at Town Hall: Lucas Schulz, Rudy Chase, Ross Davis, Linda Ramsdell, Farley Brown, Emily Maclure, Dave Rowell, Susan Houston (selectboard)

Present via Zoom: Emily Lewis (DuBois & King), Alison Low and Jesse Noone (Northeastern Vermont Development Association), Gordon Waterhouse

1. Approval of the January 18 2023 minutes

Lucas Schulz moved to approve, Ross Davis seconded, no discussion. Minutes unanimously approved.

2. Craftsbury Village Plan

The Planning Commission reviewed and commented on the draft Craftsbury Village Plan report with Emily Lewis of DuBois & King. Emily Lewis will incorporate the feedback into the final report. Emily Lewis reminded those present that the document captures broad concepts, and any implementation would be preceded by scoping studies and other steps that are outlined in the implementation section of the report.

Gordon suggested taking the top 3 ideas that arose from the February 15th public meeting about the Village Plan and that could be acted on without further study to the selectboard to implement in the near term. Farley reminded those present that we have discussed working groups as a solution to help get more work done, and suggested that the planning commission could ask the selectboard to form a working group to implement these recommendations. It was noted that 50-60 people attended the public meeting on February 15, and that some of the attendees could be interested in joining such a working group. Emily Lewis affirmed the impetus to take on some smaller projects, get them done, and continue to build momentum for other projects.

The Planning Commission was asked to mark up the draft Village Plan report and get any additional comments to Emily Lewis by March 24 as DuBois & King will be providing the final document to the town in April.

3. Craftsbury Town Plan 2024 update

Alison Lowe suggested the planning commission could do a simple update to the town plan and re-adopt it so that it does not expire. The update would take note of what has been accomplished and update data. This course of action would give the planning commission more time to work on a more comprehensive new town plan. Alison will look into this process and

come up with a timeline, and help us investigate how to include Act 171 into the process. There is still no news on the municipal planning grant.

Emily Maclure made a motion to move forward with a simple update to our town plan and re-adopt that plan. Ross Davis seconded, no discussion, motion passed unanimously.

3. Craftsbury Planning Commission membership

Ross Davis, Emily Maclure, Dave Rowell are willing to serve another term. Linda Ramsdell will step off. Following discussion, the planning commission and Susan made a plan for outreach to fill 2 openings: Susan, representing the selectboard, will post on Front Porch Forum. Michelle will add to the town Facebook page. Interested people will be asked to submit a letter of interest by email to Farley. Additionally, Farley will look at statute to see if the planning commission membership could be expanded to 11. The planning commission will reach out to people who might be interested in serving and review letters of interest, and then recommend members to the selectboard.

The planning commission also discussed rotating secretary and chair positions.

5. Other business

Emily Maclure advocated the notion of the town hiring a grant writer who could add to the town's capacity to access funding opportunities. There was consensus in the room that moving forward to implement recommendations in the Village Plan report, among other projects in town, is challenging with volunteer boards. Susie reported that the selectboard is in motion with this process and that Representative Katherine Sims is providing resources for the selectboard as it moves forward in the process.

Lucas Schulz will take minutes at the next meeting on April 19th.

Meeting adjourned 8:32PM.

Respectfully submitted,
Linda Ramsdell