

Craftsbury Planning Commission
July 20, 2022
Draft Minutes

Present in Town Hall: Farley Brown, Ross Davis, Rudy Chase, Linda Ramsdell

Present via Zoom: Emily Lewis from Dubois & King (D&K), Lucas Shulz

Meeting called to order at 7:12PM

1. Approval of June 22, 2022 Minutes

Ross Davis moved to approve, Rudy seconded, no discussion, minutes approved unanimously.

2. Craftsbury Village Plan:
- Debrief Block Party input

At the tent set up to engage with the public about the Village Plan during the Block Party, people focused on the following challenges in the village: a lot of people come to village for shopping at stores and to visit the Post Office even if they live outside the village, backing out of the Post Office/Genny parking is hazardous; when village parking fills up no one knows where to go; people want safer walking and biking but not sure where that would exist; speeding in town is a broad concern.

- Next steps for public input (online, survey, focus group meetings)

In August D&K will focus on existing conditions (for example parking, utilities) that will influence brainstorming that kicks off in September and will include input from the public participation process.

Reviewed [survey available on Town of Craftsbury website](#). Survey will be available through September 30.

There will be a big public event during the last week of October/first week of November for visioning with D&K.

-Focus Group Update

Discussion of proposed dates for focus group meetings:

August 6 Saturday morning 9am (coffee and pastries from Genny)

September 14 evening 6:30pm (pizza dinner from C Village)

September 17 Saturday morning (coffee and pastries from Genny)

*September 21 evening 6:30 (pizza dinner from C Village) - this is a scheduled planning commission meeting.

Considering the rapidly approaching date of August 6, in discussion decided to change August 6 date to August 20, pending availability of Alison Lowe from NVDA.

Reviewed talking points and planning commission member availability for focus groups that Alison Lowe will facilitate.

Emily Lewis asked if we can put a sign-up sheet for focus groups on the town website, Farley will check with Michelle Warren.

3. Town Plan Update

Need to get the update underway because an updated plan must be approved by June 2024. In the past the town has received a municipal planning grant to fund Alison Lowe/Northeastern Vermont Development Association time to work with the Planning Commission on the town plan, and for maps. Discussion followed about making the selectboard aware that we will need funds in the event we are unable to get an additional municipal planning grant. Farley will attend the ARPA informational meeting and ask the selectboard to consider setting aside funds if needed for the town update process.

Ross Davis moved to adjourn, Rudy seconded, meeting adjourned at 8:12PM.