

**DRAFT Planning Commission Minutes  
December 9, 2021 in person at Town Hall**

Present:

Planning Commission: Farley Brown, Linda Ramsdell, Ross Davis, Lucas Schulz, Dave Rowell  
Guests: Susan Houston (selectboard), Penelope Doherty, Alison Lowe, NVDA

Meeting Called to Order at 7:10PM

**Adjustments/Changes to the Agenda:**

Farley added an update about Craftsbury Fire District #2 water system to the agenda.

**1. Approval of the May 14, 2021 meeting minutes and November 18, 2021 minutes**

Dave Rowell moved to approve the minutes of May 13 and Ross Davis seconded.

Susan noted that the meeting date was May 13, rather than the May 14 date noted on the agenda. In discussion Penelope Doherty noted that she recalled a more substantive discussion about the update to the Hazard Mitigation Plan than the minutes reflect. She will review her notes and we will see if there is a recording that will serve to make a future update to those minutes, should it be necessary.

Minutes from May 13, 2021 were approved unanimously.

Lucas Schulz moved and Dave Rowell seconded passing the November 18th minutes. No discussion. Motion passed unanimously.

**2. Update on Craftsbury Fire District #2 water system**

Farley updated the planning commission on the second test of the Common water system well that is in progress, the findings of the first test and acceptable PFA levels for Vermont and Federal standards. The results returned from the first test of the main well were above the Vermont threshold. If results of the second test determine the levels are too high, the district will need to post a "do not drink" order. If that happens the back up well that is on Farley Brown and John Zaber's property will become the main well. The Fire District is working with the firm Dubois and King to determine where the contaminants may be. Penelope pointed out that the recharge zone for the water could be farther from the well than expected.

**3. Review of Information gathered for the Craftsbury Hazard Mitigation Plan Update and review/comment on the draft Hazard Mitigation Plan Survey with Alison Low, NVDA Senior Planner**

The select board identified a team in the Spring to work on moving the hazard mitigation plan update process forward. Rudy Chase took the lead on reaching out to people with the goal of setting a June meeting date. Only one person, Penelope Doherty, responded to Rudy's outreach and as a result that meeting did not take place. Rudy and Farley met with Alison via Zoom in August to discuss how to move the process forward. At the November planning

commission meeting assignments for information gathering were divided up among the members to complete in advance of December 9th. Farley compiled the information gathered by planning commission members, with the help of many others in town, to a document, and passed it into the hands of Bruce Urie and Penelope Doherty, who will be working on the Hazard Mitigation Plan update.

Penelope spoke to name the elephant in the room. Penelope expressed that she was appointed to be on the advance team to update the plan, and is very passionate about civic participation and has professional experience in emergency management. Penelope expressed concern about the civic process and its possible erosion. She hopes that it was an oversight that she was left out of the hazard mitigation plan update process and said that the town should be utilizing all the good resources available to it.

Alison stated that NVDA is putting time in kind because at this point there is no money left to pay a contractor to update the plan.

Discussion moved to the draft survey. Alison says the most useful thing for a survey is to find out about personal experiences from people in town. Penelope asked about the target for the survey and how it will be delivered. Alison said NVDA has used Survey Monkey, Zoho for responses and delivered the survey via Front Porch Forum and Facebook, unless we can go person to person safely. Penelope noted that the data will need to be noted as electronic data. Possible locations to collect in person surveys include the library, recycling center, Craftsbury Community Care Center. post office, town hall.

Penelope raised a question about the language "natural disaster", and with Alison proposed the town host future events to aid in disaster envisioning, with key players at the table discussing scenarios, and add a question to the survey asking people if they think it will be effective to have emergency planning exercises. tabletop exercises, emergency drills.

#### **4. Municipal Planning Grant update**

All present celebrated the news received on December 9 that Craftsbury received a municipal planning connection grant and appreciated all who worked to submit the application. Craftsbury will work over a period of 18 months with a consultant, and a key will be public input. There will be a lot of information gathering, which will be useful for the update to the town plan due in 2024.

#### **5. Proposed 2022 Action Plan: Act 171 and guest speaker Jens Hilke, VT Department of Fish and Wildlife Conservation Planner. Other topics?**

Farley recommends inviting Jens Hilke as a guest speaker to help the planning commission gather information about development patterns in town, learn about Act 171, and think about the key components to having a healthy community, economy and biodiversity. Conservation

Commission had a meeting with Jens Hilke, who showed how Craftsbury is undergoing sprawl. There was consensus to invite Jens to our January meeting.

**6. Update on Hardwick hire of a grant writer and administrator.**

Hardwick has a part-time grant writer who is on salary.

***Tentative next meeting will be WEDNESDAY January 19, which is a new day of the week, third Wednesday, as this is a better meeting day for many.***

Dave Rowell moved to adjourn, Lucas seconded, meeting adjourned 8:18PM.

Respectfully submitted,  
Linda Ramsdell