

Planning Commission Meeting Minutes
Wednesday, 7/20/22 6:30 pm; Tunbridge Public Library

Present: Laura Ginsburg (LG), Amy Frost (AF), Janet Wells (JF), Brenda Field (BF), Izzy Provoncha (IP), Dan Rudell (DR)

Absent: Shane Young

Public: Fern Strong (FS)

Planning commission updates and housekeeping

-Pending litigation. If PC members are contacted by the press, it is important to state that views are as a private citizen and not as a PC member. In general, PC members should not engage in conversation about the litigation.

-Approving minutes. If meeting is recorded, minutes do not need to be posted. Minutes should be posted in draft form 5 business days after meetings. Minutes to be approved at the following month's meeting and re-posted. AF will do minutes for July meeting, send to LG for preliminary approval before posting draft.

-Public comment. Where is the most useful placement on the agenda for public comment? Important to strike the right balance to allow the public to give their feedback but also to allow the PC to conduct its business efficiently. Need to set clear defined guidelines and expectations and have consistency. PC opted to have public comment at the end of meetings going forward. Agenda will be reviewed at the start of each meeting for any changes to be made. If public is invited to join in discussion outside of public comment section, it will be noted on the agenda.

Discussion of Flood resilience and next steps

DR recommends pursuing the BRIC grant, focusing specifically on the First Branch bend across from the Tunbridge General Store and next to the old Creamery. Slight concern that State funds (ARPA) may run out before BRIC grant can be awarded as ARPA money can be used/would be needed for 25% required match.

PC to make recommendation to SB of strategy to pursue BRIC funding and offer to drive the process forward with all necessary groups (Flood resilience, Emergency Manager, PC, SB, and others as identified), once SB approval is granted. Note: Flood hazard ordinance was last updated in 2014. That ordinance designates the PC as the review board/board of adjustment for the town. Once application is submitted, PC will have the ability to make any necessary edits.

LG to request time on next SB agenda to present the idea to work with the State/Stephanie to pursue BRIC.

Fairgrounds dry hydrant installation and review

BF clarified that installation is for dry hydrant *steps* of large concrete blocks to be placed on the embankment at the Fairgrounds down to the river. Patrick Ross, the Vermont DEC Northeast and Central Regional River Management Engineer has signed off on this as a repair, not changing the encroachment.

DR originally thought that once steps were signed off on by the professional engineer, there would be no need for further discussion analysis. Given questions from Fairgrounds Association, vote should be warned with discussion opportunity but as soon as possible to prevent delaying implementation. A Special Meeting will be warned to take place over zoom in early August in order to vote to approve. DR will investigate if any special language is required for the warning.

Old Business

JW asked to provide an update on the sidewalk grant. JW informed PC that the status of grant would be known in August.

New Business

Term limits and term lengths will be added to the August agenda.

Public comment

FS asked if the cemeteries in Tunbridge have 911 addresses. For emergency purposes, ex: funerals, programs like Historical Societies, work crews. DR will work on obtaining those addresses and submitting them to 911.

Adjourn

BF motion to adjourn. IP second. **Motion passed.** Meeting adjourned at 7:38