

Tunbridge Planning Commission Meeting

March 11, 2026 6-7 pm

Draft Minutes

Present: Brenda, Shane, Amy, Rudi, Katharine, Janet

Continuity Of Operations (COO) Update: Brenda provided an update on the progress of the town's organizational flow and reporting structures. A subcommittee consisting of Brenda, Bonnie, Becky, and John O'B has been meeting regularly. Becky has been leading the primary research and documentation. The committee is developing formal job descriptions for all elected, appointed, and volunteer positions (e.g., using state definitions for Planning Commission members). A draft organizational flowchart is also being finalized. Job descriptions and feedback are expected to be returned by June. While an organizational chart is not a state requirement, the Commission agreed it is essential for town operations.

Floodplain Permit Review: The Commission reviewed an application regarding the Tunbridge Agricultural Society. The Society has tabled the pulling arena extension. Instead, they are proposing to move and redo the bathrooms near Floral Hall. The structure will be shifted 4 feet to the left (away from the river). While the project does not increase the footprint or sit in a floodway, it is within the floodplain. Plans must include flood vents of a specific size to allow water passage. Alexis Nevins (new Central Vermont Floodplain Manager) has conducted a site visit. Motion: AF moved to approve the plans to redo/move the bathrooms, contingent upon an inspection certification after construction completion to ensure compliance. Shane seconded. Motion passed.

TRORC & Regional Planning Update: Janet provided a report from her first meeting as the Tunbridge representative for the Two Rivers-Ottawaquechee Regional Commission (TRORC). TRORC is reviewing the regional plan and maps on a month-by-month basis. Discussion was held regarding Act 181 and Act 250.

General Updates: Rita at TRORC shared an announcement from VTrans regarding road grant applications. The deadline is April 1 for the 2027 cycle.

AF raised a concern that the solar speed sign is not functioning due to its placement in the tree. Without this working, speeding in the village continues to be an issue. AF will raise this with the Selectboard.

In preparation for the March 12 Hazard Mitigation discussion, the PC discussed some of the concerns to be addressed. Brenda noted that the town offices currently lack hard-wired smoke detectors with a direct 911-dialing feature.

Next PC meeting: Wednesday, April 1