

The Town of St. Albans
PLANNING COMMISSION MINUTES
Meeting held via Zoom Conference Call
May 12th, 2020 at 6:30 p.m.

Minutes

Present: Erin Creley, Casey Toof, Al Voegele, Anne Pomeroy, Hannah Rounds
Staff Present: Ned Connell, AJ Johnson, Administrative Assistant
Public Present:

Zoom Meeting ID: 872 3437 0920

CALL TO ORDER

E. Creley called the meeting to order at 6:30 p.m.

RE-ORGANIZATION OF THE PLANNING COMMISSION

Former Chair, G. Henderson and former Vice Chair B. Brigham are no longer on the PC. The PC must re-organize annually. After a brief discussion of the roles of each PC position, the PC began nominations.

A. Pomeroy nominated E. Creley as Chair. E. Creley asked if there were any legal conflicts with her being on the Selectboard and being an officer on the Planning Commission. N. Connell stated that while it's not traditional, there are no legal conflicts. There were no other nominations for Chair and the nominations were closed.

MOTION: A. Pomeroy made a motion to nominate E. Creley as Planning Commission Chair. A. Voegele seconded. All in favor, none opposed, motion carried.

A. Pomeroy nominated C. Toof as Vice Chair. C. Toof accepted. There were no other nominations for Vice Chair and nominations were closed.

MOTION: A. Pomeroy made a motion to nominate C. Toof as Planning Commission Vice Chair. A. Voegele seconded. All in favor, none opposed, motion carried.

H. Rounds nominated A. Voegele as Clerk. A. Voegele accepted. There were no other nominations for Clerk and nominations were closed.

MOTION: H. Rounds made a motion to nominate A. Voegele as Planning Commission Clerk. A. Pomeroy seconded. All in favor, none opposed, motion carried.

ADOPTION OF RULES OF PROCEDURES

The PC must re-adopt the Rules of Procedure (R.O.P.'s) annually. A. Johnson suggested the PC change the emergency meetings procedure to state a meeting may be held 36 hours after requesting the meeting instead of 24 hours due to warning requirements. The PC agreed.

A. Johnson suggested procedure number 8 be amended to state a PC member may attend the meeting via telephone OR video conference. The PC agreed, and asked the ROP's be updated again to reflect any future changes in statute regarding open meeting laws and video conferencing.

The PC agreed to adopt the Rules of Procedures with the suggested changes.

MOTION: A. Voegele made a motion to accept and adopt the Rules of Procedure with the suggested changes. C. Toof seconded. All in favor, none opposed, motion carried.

BICYCLE AND PEDESTRIAN IMPACT FEE

At their recent joint meeting, the Selectboard asked the Planning Commission to re-visit the Bicycle and Pedestrian Impact Fee. The Impact Fee had been rescinded after the unintended consequences of fee became apparent. After the Impact Fee was rescinded, the PC suggested using Local Options Tax money to pay for Bicycle and Pedestrian infrastructure.

The PC had lengthy discussion regarding the possible ways to fund Bike & Ped infrastructure. N. Connell was asked to research examples of how other Towns in Vermont are handling the fees. E. Creley suggested asking for the Zoning Administrators opinion on using the transportation portion of the existing Impact Fees. N. Connell is also going to research Pedestrian Utility Fees.

CORRESPONDENCE

The PC received correspondence regarding a 45-day filing to the Public Utility Commission for a solar project proposed on Lower Newton Road.

PUBLIC COMMENT

None.

OTHER BUSINESS

N. Connell stated Stantec Consultants will be providing the PC with two presentations soon.

N. Connell asked how the PC feels about having the next meeting at Town Hall. The PC prefers to utilize Zoom for the near future.

MINUTES

Due to an administrative error, A. Johnson asked for approval for four sets of minutes: 2/25/20, 4/14/20, 4/21/20 and 4/27/20.

MOTION: C. Toof made a motion to approve the minutes of 2/25/20, 4/14/20, 4/21/20 and 4/27/20. H. Rounds seconded. A. Voegele abstained. All in favor, none opposed, motion carried.

SCHEDULE

Next Meeting: May 26th

ADJOURNMENT

MOTION: A. Voegele made a motion to adjourn the meeting at 8:30 p.m. All in favor, none opposed, motion carried.

Respectfully submitted,
AJ Johnson, Administrative Assistant

Erin Creley, Chair

Date

Casey Toof, Vice Chair

Date

Al Voegele, Clerk

Date

Anne Pomeroy

Date

Hannah Rounds

Date