

**TOWN OF CASTLETON  
PLANNING COMMISSION  
MEETING OF AUGUST 27<sup>TH</sup>, 2013  
CASTLETON TOWN OFFICES**

**MEMBERS PRESENT:** Joe Bruno, Jack Master, Frank Giannini

**MEMBERS NOT PRESENT:** Sean Seguin

**OTHERS PRESENT:** Brittany Gilman; see attached list

Meeting called to order at 7:10 P.M by Chairman J. Bruno

**Executive Session**

J. Hale asked to discuss whether he is considered an ex-officio member or not. Chairman J. Bruno stated that he is not. J. Hale stated that he believes he is. J. Hale left the executive session at the request of Chairman J. Bruno, under protest.

**MOTION**

Motion to enter executive session with the Planning Commission, candidates for Zoning Administrator, and the Acting Zoning Administrator regarding personnel by F. Giannini. Seconded by J. Master. All in favor. So voted.

**MOTION**

Motion to exit executive session with no action taken at 8:00 P.M by F. Giannini. Seconded by J. Master. All in favor. So voted.

**Old Business, Continuing Discussion- Planning Grant**

Chairman J. Bruno stated that Town Manager Jacien and E. Bove are working on finalizing the grant application. He stated that he recently learned that there is some question as to the amount of the grants and matches, and stated he would clarify with E. Bove.

F. Giannini questioned how much was needed for the project.

J. Bruno suggested reviewing the necessary tasks and eliminating tasks that did not seem necessary.

A summary of the discussion is as follows:

J. Master questioned whether infrastructure analysis would be covered by other activities. Chairman J. Bruno noted that the town already knows that it has enough sewer capacity, which could reduce the need for that portion of the analysis. J. Hale noted that the strength of such a study is having a fresh analysis. He also stated that E. Bove told him that \$18,500 would be sufficient for the study and is continuing to work with the numbers.

Chairman J. Bruno stated that he feels inventory mapping is important as well as marketing analysis, but that the cost could be reduced. He stated that he would speak with E. Bove and give some direction. J.

Hale noted that a report on the market analysis could potentially be taken to a potential investor regarding market demand.

Chairman J. Bruno stated that redevelopment opportunities and mapping seems redundant, but would ask for clarification. He also stated that tax analysis seems unnecessary.

**Other Business**

J. Hale suggested discussing the H.526, Shoreline Protection, in upcoming meetings.

**Adjournment:**

**MOTION**

F. Giannini made a motion to adjourn. Seconded by J. Master. All in favor. So voted.

The meeting was adjourned at 8:30.

Submitted by Brittany Gilman

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Frank Giannini, Clerk

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Date of Approval