

**TOWN OF CASTLETON**  
**PLANNING COMMISSION MEETING**  
**MINUTES OF JUNE 26, 2018**  
**TOWN OFFICE**

**MEMBERS PRESENT:** J. Currie, C. Smith, R. Franzoni

**MEMBERS ABSENT:** J. Bruno, J. Pintello

**OTHERS PRESENT:** See attached listing

**MEETING CALLED TO ORDER** at 7:06 by J. Currie.

**AGENDA APPROVAL**

**MOTION:** C. Smith made a motion to approve the agenda. R. Franzoni seconded. All in favor. Motion Carried.

**MINUTES APPROVAL**

**MOTION:** C. Smith made a motion to approve the minutes from the June 12<sup>th</sup> meeting. R. Franzoni seconded. J. Currie stated the only amendment she had was the statement that she had presented a copy of the Town Plan to J. Leamy to show the differences between the old Town Plan and new one, not a redrafted memo. All in favor. Motion Carried.

**DISCUSSION**

Status of Village Designation applications-J. Currie said she will be traveling to Montpelier to have the Village Designations reviewed again to ensure they are correct. She will try to get a date from him to have him at a Select Board meeting to give a presentation on importance of Village Designations. R. Wood stated that the designation has potential to bring investment into the town. He asked how the word will be spread to the public so everyone knows about the designations. J. Currie said they would figure that out once the designations are assigned.

Library- J. Currie attended a Library Trustee meeting to discuss the handicapped improvements they would like to see made to the library. They would like to see a handicapped bathroom added to the downstairs and improvements made to the pathway leading to the downstairs from outside. She stated that they had just put in a new handicapped door. She stated they would need \$425,000 for their desired upgrades. R. Wood asked if that included an elevator. J. Currie said she assumed so but wanted to see the plans from the architect. J. Currie also asked J. Jones about the possibility of posting the

Library Trustee minutes on the town website. J. Jones said she didn't see the need since they are put on the library website. R. Wood stated he hasn't been able to find them on the library website. J. Currie said she would try to coordinate getting them put on the town website.

J. Currie stated that she was disappointed to find out that the Select Board meetings had been rescheduled for the warned meetings regarding the Town Plan. The meetings have been changed to July 9<sup>th</sup> and July 26<sup>th</sup> at 6:30pm. She stated that she had an oversight while reviewing the statute and that there needed to be 30 days between presentation to the Board and the first warned meeting. J. Currie and C. Smith discussed their perceived lack of communication with the Town Manager and felt they should have been notified of the changes. J. Currie said she only found out while getting her mail at the Post Office in Castleton where a notice had been posted about the changed meeting dates. C. Smith also stated that she had presented the Select Board with the memo the Planning Commission had drafted regarding the disbarment of the Development Review Board and relief of the current Zoning Administrator. J. Currie stated she did not feel that the Select Board, DRB, and ZA were not working together very well.

J. Currie stated that she has a meeting with the new Castleton University president on July 9<sup>th</sup> at 9:00am. C. Smith said the purpose is to come up with ideas about working together to create mentorships, etc. to keep young workers in the area.

J. Currie asked R. Franzoni if he was aware of a change J. Hale had mentioned he wanted made to the Town Plan. She said she had heard it was something about a basin. R. Franzoni was unaware of any changes that needed to be made. J. Currie stated that at this point, there shouldn't be any major changes made to the Town Plan because it would start the process over again and the current Town Plan expires on August 18<sup>th</sup>. R. Franzoni said he will talk to J. Hale to confirm no changes need to be made.

J. Currie and C. Smith met with Khele on June 19<sup>th</sup> at 4:00pm to discuss the situation with Helen Steele discussed at the previous meeting. She stated that during the meeting, she did not see any zoning violations and that after hearing the owner's side, he has gone above and beyond to try to accommodate H. Steele's concerns. J. Currie said she would draft a letter to H. Steele to let her know the outcome of the meeting. R. Franzoni suggested looking into suggesting to the state to put more signage on that area of Route 30 for motorists to be aware of foot traffic in that area.

R. Wood stated that he had the agenda for the June 25<sup>th</sup> Select Board meeting and that there was nothing about speaking about the Town Plan. He asked what the notice had said that J. Currie saw in the post office. She stated it was the same notice that had been put on the Town's Facebook page. He stated that it was not put on the Town's website and suggested in the future that notices also be put on the Frontpage Forum. J. Currie said she would suggest that to the Town Manager.

Katie from the Rutland Herald asked when the amended dates had been put on the Facebook page. J. Currie said that the notice was dated June 21<sup>st</sup>, but that she hadn't seen it until June 23<sup>rd</sup> at the Post Office. Katie asked if the only way residents were to find out was to see the notice in the Post Office. J. Currie said yes. Katie asked if the Chairman of the Select Board had been notified of the changes. J. Currie said yes, he had and that he was surprised that she hadn't been notified. Katie asked whose responsibility it fell under to notify the Planning Commission and J. Currie responded she believed it was the Town Manager's. Katie asked if there had been any further comment from the Town Manager

regarding the situation and J. Currie said not that she had heard. C. Smith said she felt there was no reason the Planning Commission shouldn't have been notified of the change and that there had been communication issues with the Town Manager and the Planning Commission in the past. J. Currie said it was important for the public to know about the meetings because the Town Plan sets the tone for where the town is headed and used the example of the public stating they would rather see solar panels put in than wind turbines. She said developers generally look at Town Plans. R. Franzoni said it's important that the public knows this is their opportunity to have a voice in the Town Plan before it's final and no changes can be made.

#### **EXECUTIVE SESSION**

**MOTION:** R. Franzoni made a motion to enter Executive Session at 7:51pm with the Planning Commission regarding Personnel 1 VSA 313 (3) (a) (3). C. Smith seconded. All in favor. Motion Carried.

**MOTION:** R. Franzoni made a motion to exit Executive Session. C. Smith seconded. All in favor. Motion Carried.

#### **MEETING ADJOURNED**

Respectfully,

Darcy Van Noordt

Date of Approval: \_\_\_\_\_