

**TOWN OF WAITSFIELD, VERMONT**  
**Planning Commission Meeting Minutes**  
**Tuesday, March 21, 2023**

**Members Present:** Kevin Anderson (online), Bob Cook (online), Emma Hanson (online), AnnMarie Harmon (online), Lisa Loomis (Valley Reporter), Alice Peal (online), Brian Voigt (online)

**Members Absent:**

**Staff Present:** JB Weir, Planning & Zoning Administrator

**Others Present:** Alex Belenz (SE Group), Julia Randall (SE Group)

**II. Regular Business.**

**1. Call to Order**

The meeting was called to order at 7:00 pm. The meeting was held in person at the Town Offices and remotely via Zoom.

**2. Review agenda for addition, removal, or adjustment of any items.**

No adjustments were made to the agenda.

**3. Public Forum.**

There was nobody present requesting to address the Commission.

**4. Approval of Minutes**

The minutes of March 7, 2023 were amended and approved.

**5. Organizational Meeting**

Alice reported that Steve Shea has tendered his resignation from the PC, effective immediately. Alice and JB will be working on some written recognition of his service to the Town in planning and other matters.

Alice accepted a nomination to serve as Chair; she was elected unanimously.

Kevin accepted a nomination to serve as Vice-Chair; he was elected unanimously.

Brian expressed his willingness to be re-appointed as the Waitsfield PC representative to the MRVPD; no other member indicated an interest in this position.

It was agreed to keep the regular meeting schedule as the first and third Tuesday of each month, with a start time of 7 pm.

It was agreed that the Valley Reporter will serve as the newspaper of record, and that meeting agendas and other required notices will be posted at the Town Office, the Waitsfield Post Office, and the Village Grocery.

**6. SE Group: Bylaw Modernization Project**

Alex Belenz and Julia Randall reviewed the final board content for the upcoming Open House event; PC members provided some suggestions for changes, some edits were made during the meeting, and others were to be incorporated before the event.

Alex then reviewed some event logistics and noted what items will be available on the project's website both before and following the Open House.

### **7. Town Plan Review: Chapter 3 Final Edits**

JB outlined the changes he has incorporated, which were approved at the prior meeting based upon comments provided by Phil Huffman.

PC members reviewed sections of Chapter 3 that had been highlighted by Alice's review, and made edits to the document during the meeting. JB will make final edits based upon the input generated at the meeting.

**MOTION:** *A motion to approve the revised Town Plan, pending completion of the changes outlined for Chapter 3, and to pass the Plan to the Selectboard for review and adoption passed unanimously.*

### **8. Other Business**

Wastewater and Water Project Update – Bob reported that the most recent meeting of the subcommittee was focused on water system connections, and that the upcoming meeting will include wastewater services as the primary topic for consideration. Alice noted that the funding for the PER, \$120K, has been approved by the DEC, and will be fully forgivable. JB explained that he is working on some federal funding applications, but that these sources are more likely to result in awarding of funds once the project has moved along further.

Podcasts and seminars of interest to PC members were noted.

### **9. Adjournment**

The meeting adjourned at 9:07 pm.

Respectfully submitted,  
Carol Chamberlin, Recording Secretary