

April 4, 2024 Planning Commission Meeting

Present: Jo Jackson, Spencer Prescott, Ken Pohlman, Katie Manaras,
Chris Boyle

Public Present via Zoom: James Dumont; Sarah Laird; Marilyn Ganahl; Serena Fox.

Meeting called to order at 6:34pm by Spencer Prescott.

Organization of Board and Roles

Discussion of who is willing to fill roles on Board.

- Jim Dumont notes Open Meeting Law specifies what needs to be in minutes.

Ken moves to appoint Jo as Chair, Spencer as Vice-Chair, Chris as Secretary; Katie seconds; no discussion.

- 5-0 in favor; motion passes.
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Date/time for meetings

Discussion noting that current time for meetings is 6:30pm on first Thursday for every month; that time is generally workable for all members.

Spencer moves to continue having regular meetings on first Thursday of every month at 6:30pm at Town Office; Ken seconded; no discussion.

- 5-0 in favor; motion passes.
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Newspaper for Notices/Warnings

- Town Office, Burnham Hall, & Library porch are current posting locations for agendas
- Addison Independent is current paper for notices/warnings
- Jo proposes posting agenda to Front Porch Forum as well
- Jo will use Selectboard's Assistant to accomplish physical posting of agendas

Jo moves to approve Addison Independent as newspaper for warning and to post agendas at Town Office, Burnham Hall, Library, Town's website, & Front Porch Forum; Spencer seconds; no discussion.

- 5-0 in favor; motion passes.
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Approval of Minutes from February Meeting

Not all current members of Planning Commission were on Planning Commission for February meeting; not all members have reviewed minutes.

Jo suggests approving February meeting's minutes at May meeting; Spencer will circulate

Public Comment

- Jim Dumont wants to do half-day course; he wants Chris Boyle to help put course together; Chris will help Jim with course.
- Course will take ½ day on weekend morning; Jim will email Saturday & Sunday dates that will work for him.
- Jim will include DRB as well; Jo will circulate potential dates to other Boards once he gets dates from Jim

Old Business

- Jo asks to hear from previous Commission members about what Commission was doing before new members
 - o Spencer is putting together a list of tasks/deadlines
 - Interim Zoning Regulations – valid for one more year; need to be addressed.
 - Town Plan needs to be updated; deadline 2026.
 - Selectboard just got grant for updating zoning regs for Village District
 - Grant has been closed out; \$900 we can get back from grant; email from Regional Planning Commission confirms we can make procedural changes proposed by Lincoln town lawyer.
 - Spencer will forward email with changes.
 - Spencer confirms regs have been voted and are in place.
 - Serena Fox suggests SB may need to warn meeting to approve changes to Village District Zoning Regs.
 - o PC will confirm
 - **Jo suggests agenda for next month expressly includes addressing changes to Village District regs at next month's meeting.**

- \$10,000 budget approved for Planning Commission
 - o Sarah Laird mentions Barbara had been developing list of consultants who can do research for Planning Commission/prepare draft of zoning regulations and town plans.
 - o Sarah Laird mentions part of \$10,000 may have been intended to hire someone to get grant from State for help with updating zoning regulations
 - Municipal Grant Planning Program; applications open in July 2024; applications are due in fall.

- “The Bob Hall List”
 - o PC inherited the List when Spencer and Ken started
 - o PC previously went through List and identified what they wanted to fast-track
 - o Ken suggests incorporating review of Bob Hall list with our general review of Zoning Regulations
 - Ken thinks we should get general idea of where we want Town Plan to go and then use that to drive development of Zoning Regs.
 - Need to come up with strategy for extending interim zoning regs to allow for time to revise Town Plan/make Zoning Regs fit with that.

- Planning Commission will review Town Plan, get sense of where we want to go conceptually, and then fit zoning regs with Town Plan.
 - o Sarah Laird note Jim Dumont has been working on list of things that need to be addressed in interim regs, that would free up PC to work on Town Plan and then circle back to Town Plan
 - Jim’s list addresses most urgent issues

- Serena Fox warns against fear-based decision making; notes that we’re PC and we get to make decisions

New Business

- Goal for prior to next meeting: Everyone gets familiar with Town Plan and Zoning Regs.
- Materials to get to Planning Commission members:
 - o Barbara’s road map; Bob Hall list; Jim Dumont memo; current copies of Zoning Regs, & current copies of Town Plan
 - o Plan is to ask Selectboard Assistant to assemble materials.

- Members shared why they became interested in Planning Commission
- Historical Society has asked to be on our agenda
 - o Interested in developing Historic District for Lincoln
 - o When Historical Society gives us written plan, we'll get them on agenda and/or they'll come in for public comment

Adjourn

Ken moves to adjourn; Jo seconds; no discussion.

- 5-0 in favor; motion passes.

Respectfully submitted,

Chris Boyle

Secretary