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MORRISTOWN/MORRISVILLE
PLANNING COMMISSION
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Minutes of February 3, 2009

Members Present: Bill Henchey, Kelly Rogers, Max Paine, Andrew Volansky, Reeves Larson, John Meyer

Members Absent: Steve Berson,

Staff: Mark Leonard (Morristown ZA), Bill Rossmassler (LCPC Planner)

Guests: Town Administrator Dan Lindley, Village Trustee Dana Wildes, Morrisville Water & Light Director Craig Myotte, Leon Whitcomb, Rhoda Bedell

Chairman Bill Henchey called public meeting to order at 7:00 pm and reviewed the agenda. He welcomed Town Administrator (TA) Dan Lindley to the meeting.

TA Lindley discussed projects and priorities for the upcoming year. He said he is working on developing a Capital Budget and Program for the Town, something it has never had, and explained the Planning Commission's statutory role in that process. He noted that few towns in Lamoille County (Stowe being one) have undertaken this effort to date. He briefly explained that the Capital Budget & Program is intended to lay out a long-term (five year) plan for major purchases and programs. He described the Capital Budget & Program as 'living document' that is updated annually to reflect new priorities and existing conditions and which reflects goals and policies in the Town Plan.

Bill H asked how the Planning Commission might get started on this task, one that the members have no familiarity or experience with. Dan said there are handbooks and other training materials available and that he and LCPC would work closely with the Commission. He suggested that a subcommittee of the Planning Commission be formed with perhaps two members who would work with a two-member Select Board subcommittee and perhaps a representative from the school board, village trustees and LCPC staff to review budget inputs and 'wish lists' from municipal departments and community groups. Bill H asked what the timeline for producing this plan is. Dan said it is a continual process, with input going into the Town budget development process in the fall.

Max asked if the school board has its own capital plan or other long-range budget plan; Dan said he didn't know but would find out.

Andrew asked who would be responsible for maintaining and updating this 'living document'. Dan suggested that would be one of the subcommittee's tasks. Andrew asked what the TA's role in this would be; would he serve on the subcommittee. Dan replied that he would serve in a support role, as would other municipal department heads and staff.

Bill R informed the members that the Town did not receive the requested $15,000 planning grant to work on development of the Business Enterprise District (BED, formerly Business Office Park). The ZA advised that the Town's $15,000 match for the grant remained in the Town budget for the coming fiscal year, which, if passed at Town Meeting, could be used to complete some of the work planned for the grant. He advised that this is in addition to the $21,000 in the budget for continued LCPC planning support to the Planning Commission.

Dana Wildes spoke about the need to finalize policies and procedures between the Town and Village for customers within the designated Sewer Service Market Area (SSMA).

Bill R pointed out that the proposed new zoning bylaws on Primary Agricultural Soils (PAS) protections were incorrectly written to apply to all areas of town. Bill H confirmed that it was the Planning Commission's intention in adopting these rules that they would apply only within the SSMA. He directed Bill R to make the necessary corrections to the proposed section 345-347 provisions. Dana added that the proposed PAS protections appeared to address the conditions imposed on the Village's Act 250 permit for its sewer plant expansion.

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Bill R presented a draft 'to do' list of projects and issues which were deferred from the current bylaw revision. He asked the members to prioritize this list for the next meeting. Bill H asked him to develop a timeline for action on the items on the list for review at the next meeting.

Bill R reviewed an outline of a Powerpoint presentation to give to the Select Board at the public hearing on the bylaw revisions. Dan Lindley advised that the public hearing would likely be warned as a special meeting, rather than being part of the agenda at a regular Select Board meeting, with sometime in late March being the most likely date.

Minutes of January 20, 2009 were reviewed and accepted as presented.

The meeting adjourned at 8:45 PM.

Respectfully submitted:
Mark Leonard

Minutes approved on: 3/3/09