

Town Of Newfane, Vermont
Planning Commission
Draft Regular Meeting Minutes

Date: October 27, 2015

Time: 6:00 PM

Place: Newfane Town Offices

- I. Call to order: Lynn called meeting to order at 6:10 PM
- II. Introductions (Commission members, Guests, and Members of the Public)
 - a. Attending: Lynn, Pat, Tim; Carol Hatcher (ex officio)
- III. Review and approve minutes of last meeting
 - a. Minutes from the 8/11 and 9/29/15 were previously distributed and read. Pat moved to accept them as submitted, Lynn seconded, approved (3/0) without discussion.
- IV. Old Business
 - a. Update on FY16 Municipal Planning Grant-Lynn
 - i. Discussion about how to handle VCD process while awaiting MPG grant approval. Pat suggested that the PC proceed and not wait for approval.
 - ii. Discussion of how continuing would serve the goals of raising community awareness of the process and to further define/refine the goals of pursuing VCD for the villages of Newfane.
 - iii. Outcome was that the PC agrees that more information from the VCD program Administrator of the Vermont Downtown Program, Richard Amore, and the appropriate WRC representatives.
 - iv. Lynn distributed copies of "Village Centers Application Guidelines- 8 Step Process" and is included in the PC record.
- V. New Business
 - a. Progress on MPG application-"What is next?"
 - i. Consensus of the PC was to pursue VCD process.
 - b. Discuss about involving Town groups.
 - i. Discussion of active Town/Village civic organizations that may forward the goal of VCD's. Consensus of the PC that involvement of existing civic organizations is crucial to VCD process.
 - c. When to Invite Richard Amore to walk the villages.
 - i. Discussion about when and how to engage Mr. Amore to "walk the villages". Lynn reports Mr. Amore's availability for 12/8, or 12/9/15.
Motion by Pat to convene and warn for a special PC meeting for 12/8/15 at 2 PM, and to invite Mr. Amore to tour the proposed village centers. Seconded and approved 3/0.
Motion by Lynn to craft a letter to be used as an invitation to attend the village tours on 12/8/15. This would be mailed and posted on community bulletin boards (physical and electronic). Seconded and approved 3/0.
 - ii. As the chair of the PC, Lynn will attend the 11/16/15 Selectboard meeting to update the Board on progress and the proposed "Village Walk". Lynn stated she will ask Shannon for time on the agenda for that meeting.

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VI. Approval of agenda for next meeting

- a. Review of letter crafted by Lynn for use in promoting "Village Walk" event 12/8
- b. Identify contacts at existing village civic organizations to target for assistance.
- c. Continue planning for the Amore village walk of 12/8/15.
- d. Discuss and finalize plans for village walk.

VII. Adjournment at 7:35 PM.

Next regular PC meeting is 11/10/15 at 6:00 PM

Respectfully submitted,
Tim Cawrse
Timothy D. Cawrse, clerk

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Town of Newfane web site:

<http://newfanevt.com/meetings/meeting-schedules/>

<http://newfanevt.com/meetings/planning-commission-minutes/>

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