

Town Of Newfane, Vermont
Planning Commission
Draft Special Meeting Minutes

Date: 9/29/15

Time: 6:00 PM

Place: Newfane Town Offices

- I. Call to order-6:07 PM
- II. Attending: Lynn, Pat, Henry, Tim
- III. Review and approve minutes of last meeting: Last meeting where a quorum was present was August 11, 2015. Reading of minutes from that meeting postponed until next regular meeting, October 13, 2015.
- IV. Old Business
 - a. Approve FY 2016 MPG application-Lynn/Tim
 - i. Lynn handed out copies of the "FY 2016 Municipal Planning Grant" Program Description and copy of 'narrative' answers need to include on application.
 - b. Update on FY16 Municipal Planning Grant (WRC)-Lynn
 - i. The "Sample Application" printout was read and reviewed in detail. Discussion and wording changes made. Tim accessed the MPG application via the Internet to confirm its availability. Application available for completion and editing. (Thank You Shannon!)
 - c. Update on 8/17/15 SB presentation of MPG-Tim
 - i. Tim presented the MPG Resolution to the Select Board on 8/17/15 and answered questions. Select Board assigned MAO roles to Selectboard members Todd Lawley and Carol Hatcher and administrator role to Administrative Assistant to the Selectboard Shannon Meckle as required by the resolution. Shannon scanned and created the PDF file necessary to begin the application process. File was uploaded to the MPG grant site.
- V. New Business
 - a. Progress on MPG application-Lynn/Tim
 - i. Next steps to complete application must be accomplished within the next 24 hours. Lynn and Tim divided completion of tasks.
 - b. Define next steps to accomplish MPG submission
 - i. Important to recognize this is only the application process. Approval of MPG grant funding of \$8,000 is not expected much before 12/30/15.
 - ii. Motion by Henry to formally submit the MPG application was seconded by Pat. Motion passed 4/0.
 - c. Define scope of MPG project(s)-Lynn/Tim.
 - i. After discussions with WRC (John Bennet) the scope of the MPG proposal was narrowed to amending the current town plan to include language supporting Village Center Designation for the three villages that make up the town of Newfane. The MPG would include resident surveys, village meetings, and developing VCD applications should residents wish to proceed with securing Village Center Designations.
- VI. Approval of agenda for next meeting
 - a. Next regular meeting will be October 13, 2015 at 6 PM at the Newfane Town Offices.
- VII. Adjournment
 - a. Henry moved to adjourn at 7:15, seconded by Pat.

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Respectfully submitted,
Tim Cawrse
Timothy D. Cawrse, clerk

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

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