

Marshfield Planning Commission Meeting Minutes

7:00 p.m. • Thursday, August 20, 2015 • Old School House Common

Members present: Jon Groveman, Melissa Seifert, Faeterri Silver, Michael Schumacher, and Bob Light. Also present: Gail Aloisio and Barbara Burkhalter. The meeting was opened at 7:05 pm.

1. **Review Agenda Items** - Switch agenda items 2 & 3
2. **Discuss Potential Grant Application for Planning Grants** - Gail Aloisio from the Central Vermont Regional Planning Commission (CVRPC) attended the meeting in order to discuss the Marshfield Municipal Planning Grant with the Planning Commission (PC) members. They discussed various aspects and details of the draft and reviewed the grant timeline. She gathered information needed for the drafting of the document and they also referred her to the Subdivision Regulations and survey results posted on the Town's website.

The Selectboard will need to designate someone to sign the Resolution for Municipal Planning Grant, execute the Grant Agreement online and other such documents for draw down of funds. The PC needs to decide who will act as grant administrator for other tasks (keeping track of documents and budget). Gail will forward a list of duties for these two roles.

3. **Approve Minutes** – The minutes of meeting dated July 2nd were reviewed and approved with a minor correction. The minutes of meeting dated July 13th were reviewed and approved.
4. **Discuss Draft of Zoning Changes for Town Meeting** – Postponed
5. **Discuss Work Plan for Potential Broader Changes to Zoning** - Postponed
6. **Other/Task List**
 - Jon will ask to be put on the agenda for the Selectboard's September 1st meeting and discuss the grant with them (match requirements, online submission of the grant)
 - Jon will ask for Gail to be put on the agenda for the Selectboard's meeting on September 15th
 - Jon will put the CVRPC on the agenda for the PC's September 3rd meeting (sign the Resolution for Municipal Planning Grant and Finalize the MPG)

The next meeting will be on September 3, 2015. The meeting was adjourned at 8:53 p.m.

Respectfully submitted,
Barbara Burkhalter

Final
Approved September 3, 2015