

Sutton Planning Commission Regular Meeting

February 25, 2020

6:00 pm at Town Office

Attendees: Hank Parker, Chair, Darlene Ahrens, Byron Savoy, Krystina McMorrow, Paul Brouha, Clerk

1. Meeting was called to order at 6:01PM.
2. There were no additions/deletions to the proposed agenda.
3. Clerk read minutes of 1/28/2020 PC meeting. Darlene moved to approve the minutes; Byron seconded. Motion passed.
4. **OLD BUSINESS**

There was unanimous approval to recommend Krystina McMorrow to the Selectboard as an alternate member to complete Lucien Belanger's term expiring in 2023. She signed letter to the Selectboard requesting appointment. Paul reported he had visited with Evan Carlson who is resigning from the Lyndon Planning Commission because he is now living in Sutton. Evan stated he is interested in serving as an alternate member in the future but plans to take some months off. He indicated he was interested in coming to PC meetings to see what we're working on.

During Town meeting Darlene will present highlights of the *Sutton Community Survey* and will also discuss a planned PC initiative to assess how well annual special appropriations are serving the townspeople. Each appropriations recipient will receive a survey to determine specific services provided and another survey will be used to determine whether community needs are being met.

Copies of the *Sutton Community Survey Summary* will be available and each attendee will receive a copy of the *2019 Survey Highlights*. Paul will ask Assistant Town Clerk Gail Weed to make needed copies and to post both documents on the Town website.

Darlene plans to conclude her presentation by announcing the April 4th Energy Fair to be held in the Multi-purpose Room at the school from 9 am to noon. Various energy service and product vendors will be present and an electric vehicle will be available for attendees to drive.

Using the NVDA draft Energy Plan as a starting point, Paul cross-referenced the current town energy plan (Section IX) and created a new document using Track Changes. He forwarded it to Darlene who will add appropriate energy-related information from the survey. Byron agreed to incorporate additional survey information (e.g. needs of older people, perhaps ATV findings) into existing sections of the current town plan. Both agreed to complete their tasks by the March PC meeting.

5. **NEW BUSINESS**

Members agreed to hold the first “annual organizational meeting” of the PC/DRB. Members reviewed, modified, and adopted the VLCT Model Rules of Procedure for Municipal Boards, Committees, and Commissions. It will be titled: *Rules of Procedure for the Sutton Planning Commission & Development Review Board* and will be reviewed and readopted annually. The body also elected Byron Savoy as vice-chair and Paul Brouha as chair to serve until the regular meeting in April 2021 the agenda for which shall include the next annual organizational meeting.

With the objective of covering costs to the town, a draft permit fee schedule based on Burke’s was considered. Byron observed substantial fees could serve as an inducement to corruption. Hank moved to authorize Paul to present the fee schedule to the Selectboard for consideration. Darlene seconded and the motion passed.

6 **NEXT MEETING**

Next meeting will be March 24, 2020.

7 **ADJOURN**

The meeting was adjourned at 7:54 PM