

**Sutton Planning Commission Regular Meeting**  
**January 28, 2020**  
**6:00 pm at Town Office**

Attendees: Paul Brouha, Chair, Darlene Ahrens, Byron Savoy, Krystina McMorrow, Martha Tack, Clerk

1. Meeting was called to order at 6:05PM.
2. Paul welcomed Krystina McMorrow whose response in the Sutton Survey expressed interest in the work of the Planning Commission.

Paul proposed two additions to the agenda: VLCT Model Rules of Procedure for Municipal Boards, Committees, and Commissions, and a Request from the Town Clerk's office that the Permit Fee schedule be Reviewed.

3. Clerk read minutes of 11/26/2019 PC meeting. Byron moved to approve the minutes; Darlene seconded. Motion passed.
4. **OLD BUSINESS**

Paul will recruit Evan Carlson, on Lyndon Planning Commission and now living in Sutton, as an alternate member.

The *Sutton Community Survey Summary* and *2019 Survey Highlights* were completed a month earlier than expected and given to the Selectboard on Dec 12. These documents will be discussed with the Selectboard Jan. 30, 2020.

Darlene suggested her Selectboard talking points include the positive tone of survey responses; also 40% of respondents were retired so special town appropriations should consider their needs. Paul suggested Darlene give a presentation at Town Meeting. The survey results will also be posted on the town website. Darlene's highlights article will include links to the town and NVDA web pages.

5. **NEW BUSINESS**

Darlene started discussion on new draft energy plan. The current town

energy plan (Section IX) will be replaced with the amended NVDA draft and will develop and incorporate strategy based on 2019 Survey results. While the Planning Commission sets policy, the Energy Committee is action-oriented. In addition to its current program Darlene will ask the Selectboard how to advance energy conservation in our municipal buildings. She will discuss the planned energy fair in April and will continue seeking information from other town plans. Paul suggested highlighting the payback benefits of weatherization. Byron noted that a remote solar array, is easy to set up (as opposed to placing an array on a building).

The fact that all municipal buildings need to be accessible to the handicapped is another factor driving municipal building renovation.

A discussion followed on how to integrate results of the 2019 Survey with the town plan. Paul questioned whether all the NVDA-proposed updates are actually necessary for compliance with VT Act 174. Using the NVDA draft plan as a starting point, he will create a document using Track Changes. Darlene will then add information from the survey. Byron suggested an outreach handout on what NETO can do for low-income homeowners.

Paul handed out VLCT Model Rules of Procedure for Municipal Boards, Committees, and Commissions and asked members to read it before the next meeting in order to discuss whether the guidelines might benefit the work of the Planning Commission/DRB.

A draft permit fee schedule will also be considered at next meeting. Paul will review forms from surrounding towns and will create a proposed schedule.

## **6 NEXT MEETING**

Next meeting will be February 25, 2020.

## **7 ADJOURN**

The meeting was adjourned at 7:35PM