

Town of Danville Planning Commission
Approved Meeting Minutes
January 26, 2023
7:30pm at the Danville Town Hall

Glenn opened the meeting at 7:30pm

Attendance: Rob Balivet, Michael Hogue, Kate Whitehead, Jeff Paquet, David Kyle, Vince Foy, Glenn Herrin

Meeting Minutes

MOTION: Michael Hogue made a motion to approve the December minutes. Motion Carried.

Vacancy and Officer Elections

Officer Election for Chair, Vice Chair, Secretary

Glenn Herrin – Chair

Jeff Paquet – Vice Chair

Kate Whitehead – Secretary

MOTION: Rob Balivet made a motion that the PC officers be approved. Motion Carried.

Rules of Procedure Review and Adoption

Changes/edits included additional language for secretary, quorum numbers, and open meeting law

MOTION: Glenn Herrin made a motion to adopt the Rules of Procedure. Motion Carried.

Committee Updates

The DTSC with approval from the SB has hired Millbrook Construction & Remodeling Inc as the project Construction Manager. The Building Committee is developing a contract to be signed and are identifying local trades for subcontracting. The Use Committee is working with Jim Murphy, Railroad Historian, to set up a replica of the agent's office along with an operating telegraph. The Feasibility Study RFP has been developed and distributed. Deadline for submission is February 13. The Feasibility study will determine the final use and tenant for the Freight Room of the Train Station. Recreation Asset Identification and Mapping is continuing with discussion on adding gravel rides in Danville. DTSC Fundraising group will be mailing out an 'ask' letter to SB, PC & DTSC to financially commit to the Train Station Project.

Dog Park

Alison Low approached the Planning Commission about starting a local committee to research the feasibility of a Dog Park in Danville (land, hours of operation, etc). The PC supports this effort and asked that the final plan be brought back to the PC for review and comment. Alison will also meet with the SB to inform them of her efforts.

MOTION: Rob Balivet made a motion that the Planning Commission supports the efforts of Alison Low to establish a committee to explore and plan for a dog park within reach of the Village and to present the plan to the PC. Motion Carried.

Bylaw Modernization Grant

Bylaw Modernization grant has been awarded to the Town of Danville. Contract expected next week. Three focus areas for the grant are; 1. Assure bylaws do not inhibit housing availability 2. Evaluate incentives to increase housing units in the Village 3. Assess and analyze the housing shortage issue in Danville – what are the barriers and obstacles contributing to the issues (STR, etc). Explore partnership with Peacham on this effort. NVDA to host joint discussion between Towns.

Energy Plan Discussion

The PC agreed that the Energy Plan will be separate from the Town Plan, but language in the Town Plan will reference the document. The PC reviewed the Energy Plan and gave final edits to David & Rob to incorporate. Continue to discuss at next meeting.

Schedule for Energy Plan

- February - review draft
- March - public hearing & adopt
- April – SB review
- April/May SB hearing
- May/June Adopt

Town Meeting Survey

Develop questions for short questionnaire or we could defer to next year. Decide at Feb meeting.

Town Plan Update

- **Update Schedule**
 - March/April – Draft
 - May – Final Document
 - June – Public Hearing

Correspondence and Additional Comments/Discussion

Received correspondence re: Hearing on Olde Farmhouse Rd Solar Project and from the Town of Wheelock re: Flood Hazard Bylaw.

Meeting Adjourned 9:08pm

Next Meeting February 23, 2023 at 7:30pm

Respectfully Submitted by Kate Whitehead