

Danville Planning Commission February Meeting Minutes

Feb 27, 2024 - 7:30PM

PC Members in Attendance: Alison Despathy (Chair), Judy Corso, Vince Foy, David Kyle, Greg Prior **PC Members Absent** - Kate Whitehead (Secretary)

Danville Resident in Attendance: Dawn Brittian

Meeting Opened 7:33pm

Meet began with a conversation regarding what defines a PC Commission quorum. As a commission with 7 members, quorum will always be 4 per the Danville Planning Commission Rules. It was noted that this possibly does not align exactly with Danville Planning Commission ByLaw or Vermont State statute. It was also noted that meetings can be held but no official action can be executed without a quorum. The topic was tabled for later discussion during Clarification of PC rules <below>.

Review and acceptance of January 2025 and amended December 2024 minutes:

- December Minutes – It was noted that December minutes were amended to recognize Rob Balivet’s efforts and resignation. December minutes were moved for approval (Alison Despathy), seconded (Judy Corso) and unanimously approved.
- January Minutes - Discussion was held regarding wastewater connection numbers in the minutes. Questions also were raised whether the nature of the wastewater effort is maintenance or expansion. Extended discussion, ultimately identifying that reports and direction are outstanding before any Planning Commission action. It was noted that there was not a quorum in January and as such the January minutes should be identified as notes, not approved minutes.

Public Comment

- None

Official Welcome to New Planning Commission Member Greg Prior

- Recognition extended for a newly appointed member – Greg Prior.

Clarifications on PC Rules

Definition of a commission quorum was brought back for consideration. Current membership headcount was considered, risks of even number deadlock vote evaluated, acceptability of member remote dial-in for deadlock vote evaluated, and requirement for public recording in case of dial-in evaluated. Final consensus was

that the commission remains comfortable with the current 4-person quorum.

Elections of Planning Commission officers for 2025- Chair, Vice Chair and Secretary

- Chair – Alison Despathy stated availability for Chair. A motion was made for Alison for Chair (Vince Foy) and the motion was seconded (David Kyle). Motion was unanimously approved.
- Vice Chair – Judy Corso was identified and stated availability for Vice Chair. A motion was made for Judy for Vice Chair (Alison Despathy) and the motion was seconded (David Kyle). Motion was unanimously approved.
- Secretary – Questions were outstanding regarding the availability and interest of Kate Whitehead for the position. Greg Prior was identified as a continued temporary party, communications will be held with Kate. This election remains tabled pending conversation with existing secretary Kate Whitehead.

Discussion/Comments of Northern Vermont Development Association member Alison Low's January meeting visit regarding Danville's recent 90% Waste Water Report and Introduction to Act 181.

- Greg Prior requested a copy of the wastewater report as a new member.
- Extended conversations were held regarding Alison Low's presentation on Act 181. Alison Despathy summarized Act 181 Tier 1B current state as she knew it, noting that mapping and other efforts remain in development. Discussion held as to whether the Commission had any action items at this time, consensus was individual members would be well served to stay abreast but no formal action items Act 181 or Tier B at this time.
- Danville Wastewater report was discussed and recognized as an unfinished draft (90%), so no formal action items in that space at this time either.
- Judy Corso stated a Fire District water system map has been requested from Tim Ide and she will be collecting additional information from the Fire District water system for the commissions use. Extended discussions were held, and recognition was made that many questions are outstanding in the space.
- Danville Town Services committee was identified and recommended as a space for PC Commission members to stay abreast as the space is active.

Bylaw update and proposed language and technicality considerations for discussion

- Outstanding concerns were brought up that wording in boundary line subdivision definition in the most recent town plan needs updating. Zoning approval process

function seems possibly to have scaled out of acceptable definition (702a and 703 in conflict)? Next step, PC Commission Chair (Alison Despathy) will reach out to Toby Balivet (Town Legal) to clarify original intent. Consensus was the new wording does have outstanding research and modification and that the PC Commission has an open action item, but it is not an immediate time sensitive emergency rewrite, and the topic will be brought again to the next meeting.

- Joe's Pond development footprint and impermeable surface was flagged as additional space that may need PC Commission work in near future. Alison will forward email to start conversation.

Public Comment

Dawn Brittan was identified as a potential new member. Dawn provided details of her interest and town location.

Train Station activity and progress was recognized.

8:54 Meeting Closed