

RECEIVED Jul 23, 2013
DATE July 23, 2013

APPROVED

Huntington Planning Commission
Minutes
July 8, 2013

Present: Everett Marshall, Dana Cummings, Knox Cummin, Gordon Miller, Julia Austin
Absent: Heather Pembrook
Minutes: Julia Austin

- 7 pm MEETING BEGINS
 - Town Plan - Revise timeline for December adoption
 - Outline schedule by section
 - Schools
 - Historic Features
 - Energy
 - Introduction/Purpose
- 8:15 pm Zoning Regs Public hearing - confirm date and public notice
- 8:45 pm Minutes of June 10, 2013
- Minutes of June 24, 2013
- Mail
- 9 pm Member Business
- 9:15 pm Executive Session
- 9:30 pm Adjourn

7 pm MEETING BEGINS

KC said the Selectboard minutes seemed to imply that we could submit draft to Selectboard by the end of December.

DC said that the large spaces used for meetings are not available on Mondays, so this will affect timing of the public hearing.

JA suggested reviewing remaining work, figuring out time required for each section, and then adding it up to assign a realistic finish date, and then adding a couple weeks and some extra meeting days for unexpected delays.

EM calculated 11 meetings remaining for HPC to finish town plan, but these do not include the 4 weeks needed to warn the public hearing and our response to info obtained from the public hearing.

DC proposed Monday, December 9 - decide whether or not to make revisions based on public hearing.

KC emphasized the importance of setting aside a few hours to work on the introduction that pulls all the different sections together. He thinks we can finish up the Land Use section in about 1 hour. KC estimated he would have a draft sent before next HPC meeting.

The status of the Transportation section was discussed. Estimated that we would need about 2 hours of meeting time to discuss and edit.

Facilities and Services section has not yet been discussed, so 3 hours of meeting time is the estimate for that section.

DC will draft an introduction to the Child Care section and would then do a second draft of the Child Care section after the Introduction is complete.

KC noted that the demographic data seemed to be missing a few age groups. He suggested assigning different subjects to upcoming meetings now.

Historical Features - 1 hour of meeting time.

Schools - 1 hour this meeting, 1 hour in subsequent meeting.

Economic plan - EM working on revising into format. 2 hours of meeting time; EM will contact Mark Smith about Economic Plan section.

Relationship to surrounding towns - 1/2 hour meeting time, but some work outside of meeting will be required (Ginger helping with this section).

GM will have draft of Housing section completed next month (August). 1 hour of meeting time to discuss.

Recreation and Open Space - need another hour of discussion time for this.

No contact from conservation commission; DC will follow up with Conservation Commission members requesting their input. The Natural Resources section is estimated to take 2 - 3 hours of meeting time.

GM will get info from Heidi and write section on elder housing.

The Energy section will require 2 1 hour sessions.

KC will work on Introduction section and do a final review on Nov. 11. Initial review will be done in August (8/12) and will take about 1/2 hour.

Schools section will be reviewed tonight, and review of revisions will take place 9/9.

Historic Features will also be discussed on 7/22 and then again at a later date (9/22) if necessary.

Land Use section will be discussed on 7/22 for about a 1/2 hour will follow-up at a later date if necessary. Transportation will be discussed 7/22.

Relationship to surrounding communities will be discussed 8/26 for about a 1/2 hour, along with Population Data and Child Care, about a half hour each.

Natural Resources section 9/9 - 1/2 hour, Economic Plan, 1/2 hr 9/9

Energy 9/23 - 1 hour,

Recreation and Open Spaces - 1 hour on 10/14.

JA suggested that prior to each meeting, the written section needs to be 1) formatted according to the agreed upon structure; 2) as close to finished as possible so that the meeting is discussing minor tweaks and content rather than major re-write); 3) incorporated into the consolidated document (working with Heidi outside of meeting time); and 4) emailed to HPC members at least a few days before the upcoming meeting.

DC had concerns about not starting facilities until October.

Extra meeting proposed for 9/30. Facilities section will be addressed on 9/30 and on 10/14. Transportation will also be discussed on 9/30.

Based on the above discussion, the sections of the Town Plan were scheduled as follows:

7/22 - Historic Features, Land Use, Transportation
8/12 - Intro, Housing 1 hr (finish)
8/26 - Relationship to Surrounding Communities, Population, Child Care (finish) 1/2 hr each
9/9 - School, Natural Resources, Economics
9/23 - Historic Features (finish), Energy 1 hr.
9/30 - Facilities, Transportation (finish), Energy (finish), Land Use (finish)
10/14 - Recreation & Open Space 1 hr (finish), Facilities (finish)
10/21 - Natural Resources (finish), Schools (finish), Economics (finish)
10/28 - Intro (finish) and final review, draft to Heidi

Hearing notice should be published in the Times Ink in the beginning of November. Proposed hearing date of 12/4 or 12/5. HPC meeting on December 9 will focus on finalizing the Town Plan for Selectboard, incorporate any changes resulting from public hearing.

Education section working session:

KC suggested that we add a task to ensure that transportation options support participation in extracurricular activities.

Discussion regarding reasoning behind Huntington's rejection of school district consolidation. DC explained that without being part of a merged district, Huntington would no longer own any of its own assets related to the school district.

EM suggested changing the goal language to go beyond "meeting standards" and instead use language that describes exceeding standards. Making sure that transportation and technology infrastructure support strong participation in extra curricular activities will be added as a task.

Discussion regarding school capacity and who does projections so that we can incorporate trends in development reviews. Current enrollment is below capacity. Remodeling plans need to consider impact on how existing spaces are used and inadvertently reduce capacity or limit usage.

Zoning Regulations Public Hearing:

Discussion regarding public hearing related to the recent petition to change regulations to allow curb cuts for accessory dwellings. Proposed change contradicts goal 9 in the Transportation section of the Huntington town plan. The current regulations provide a process for obtaining a variance. Costs associated with culvert maintenance, which are born by all residents, were discussed as a concern, with recent flooding adding to those concerns.

JA moved to approve the document as drafted. EM, KC, DC voted yes; GM voted no. Public hearing proposed for 6:30 pm August 12. DC will ask HR to check into availability of the

Church Annex for the public hearing and inform the HPC if the hearing date needs to change needs to change to meet statutory requirements.

Executive Session:

Julia Austin moved to go into Executive Session at 9:51 pm to discuss personnel; seconded by KC. The Commission voted to go into Executive Session at 9:52 pm.

The Commission came out of Executive Session at 10:26 pm.

No action was taken.

Member Business:

DC notified the HPC that there is a single deed for the Swannie property. It appears Linda Swannie obtained the property in a single transaction with a single deed, and the Riddicks obtained it in 2 separate transactions prior to March 2009. If Swannie had two deeds, subdivision would not be required. There is some concern about the future if one parcel is purchased by another party. If 2 adjacent properties are purchased at the same time, are they combined under a single deed? Need to have a lawyer review it. It was also pointed out the importance of having people appearing before the HPC provide a written description in advance (with maps or diagrams, if appropriate) the Thursday before the scheduled Planning Commission meeting.

Adjournment:

DC moved to adjourn, seconded by EM, all in favor. HPC meeting adjourned at 10:48.

Unapproved minutes to HPC: July 16, 2013

Approved by HPC: July 22, 2013

Minutes to Town Clerk: July 23, 2013