

**TOWN OF WAITSFIELD, VERMONT**  
**Planning Commission Meeting Minutes**  
**Tuesday, April 16, 2024**

**Members Present:** Beth Cook, Bob Cook, Emma Hanson, Alice Peal, Jonathan Ursprung

**Members Absent:** AnnMarie Harmon

**Staff Present:** JB Weir, Planning and Zoning Administrator

**Others Present:** None

**II. Regular Business.**

**1. Call to Order**

The meeting was called to order at 7:02 pm by Jonathan. The meeting was held in person at the Town Offices and remotely via Zoom.

**2. Review agenda for addition, removal, or adjustment of any items.**

It was agreed to add a river corridor discussion at the beginning of the meeting.

**2A. River Corridor Discussion**

Alice reported that she has met with Brian Voigt regarding adding river corridor regulations to the Land Use Regulations. Brian would like to attend an upcoming meeting to review some related details. It was agreed to place this discussion on the May 21 agenda.

**3. Public Forum.**

Nobody present requested time to address the Commission.

**4. Approval of Minutes**

The minutes of March 19, 2024 were approved.

**5. Village Master Planning**

JB outlined that interviews have taken place and the Steering Committee has tentatively decided to recommend that SE Group be selected by the PC/SB for the project, pending an interview with their wetlands specialist. Some of the logistics of upcoming meetings with the consultant, Steering Committee, and full PC were discussed. It was agreed to invite the Steering Committee to the May 7 PC meeting, and the consultants to the June 4 meeting.

**6. Wastewater Planning Project Update**

JB provided an update, noting that:

- Annie is back as part-time project manager
- Funding requests:
  - Applications for congressional funding have been submitted for Senators Sanders and Welch
  - Representative Balint does not have applications available yet, but one will be submitted when they are
  - USDA is underfunded, so the group is no longer counting on grant/subsidy; but anticipate taking a \$2M low-interest USDA loan as has been planned
  - More ARPA funds have been requested from DEC, up to \$6M; letters have been sent to both DEC and Governor Scott's office regarding this reallocation

- A revised funding stack included in the meeting packet has been updated to reflect all these changes
- A schedule of upcoming informational meetings
- Robin Morris is working on draft easement language
- Annie is working on bond language
- Engineering technical team is meeting to go over treatment plan details

## **7. 2024 Work Plan Discussion**

Jonathan reviewed the current task list, noting that the Work Plan will be treated as a living document. It was agreed that master planning work will be a top priority/focus, and that important aspects of bylaw updates will include the groundwater overlay and consideration of changes to the Limited Business District regulations. Cannabis regulations will be put on hold for now. Jonathan suggested that addressing the Town Plan updates be included on the work plan, including deciding whether to cover enough aspects of the Plan to request an 8-year approval and potentially apply for a planning grant to cover the work.

Jonathan asked that PC members share any other ideas at upcoming meetings, as well as suggestions for minor bylaw changes that may be addressed when the groundwater overlay addition goes through the approval process.

## **8. Other Business**

CVRPC Update – Alice noted that the RPC has readopted the current regional plan, and will continue working on the updates; when adopted, the new version will likely have impacts for Waitsfield’s Energy and Future Land Use chapters.

Climate Action Rural Resiliency – Alice’s subcommittee will be reviewing the current chapters in the Climate Action Plan, particularly flood mitigation. The work will include outlining tools and methods for towns to put into practice.

Alice also noted that VTrans and Green Mountain Transit funding is diminishing.

PC Vacancy – JB will be posting again for the open position.

## **9. Adjournment**

The meeting adjourned at 8:23 pm.

Respectfully submitted,  
Carol Chamberlin, Recording Secretary