

**Town of Corinth
Planning Commission Meeting
January 3, 2019**

ATTENDEES:

Planning Commission (PC): Dick Kelley, Chair; Kerry DeWolfe; Russ Pazdro. Tori Littlefield and Sarah Wraight from Two Rivers and Tim O'Dell also attended and participated in discussion.

The meeting was called to order at 7:00 pm

1. Minutes. RP moved to accept the minutes from the December 6,th meeting. KD seconded. Motion passed unanimously.
3. Correspondence: None
4. New Business: None
5. Discussion: PC members worked on the Natural Resources section of the Town Plan. Discussion was also had on Energy/Enhanced Energy Planning and remaining work to be done.
6. Adjournment: KD moved to adjourn the meeting. DK seconded. Meeting adjourned at 9:02

Submitted by Kerry DeWolfe

**Town of Corinth
Planning Commission Meeting
January 17, 2019**

ATTENDEES:

Planning Commission (PC): Dick Kelley, Chair; Kerry DeWolfe; Russ Pazdro; Kenya Lazuli; Patty Rizzo. Kevin Geiger from Two Rivers. Anne Margolis and Tim O'Dell also attended and participated in discussion.

The meeting was called to order at 7:00 pm

1. Minutes. PR moved to accept the minutes from the January 3rd meeting. KD seconded. Motion passed unanimously.
3. Correspondence: None
4. New Business: None
5. Discussion: Kevin Geiger discussed enhanced energy planning specifically as it relates to the ongoing redrafting of the Town Plan. The members decided not to form a separate energy subcommittee to work on this portion of the Town Plan.
6. Schedule: The PC confirmed the following schedule of meetings for the months of February and March: 2/7; 2/21; 3/7; 3/21
6. Adjournment: PR moved to adjourn the meeting. DK seconded. Meeting adjourned at 9:05

Submitted by Kerry DeWolfe

**Town of Corinth
Planning Commission Meeting
February 21, 2019**

ATTENDEES:

Planning Commission (PC): Dick Kelley, Chair; Kerry DeWolfe; Russ Pazdro; Patty Rizzo. Kevin Geiger from Two Rivers, Patty Richards from WEC, Anne Margolis and Tim O'Dell also attended and participated in discussion.

The meeting was called to order at 7:00 pm

1. Minutes. RP moved to accept the minutes from the January 3rd meeting. KD seconded. Motion passed unanimously.
3. Correspondence: None
4. New Business: None
5. Discussion: Patty Richards discussed issued relating to WEC, utility use and energy planning. Kevin Geiger discussed enhanced energy planning specifically as it relates to the ongoing redrafting of the Town Plan. Maps were reviewed.
6. Schedule: The PC discussed the remaining time left on the grant and the status of the project.
7. Adjournment: PR moved to adjourn the meeting. DK seconded. Meeting adjourned at 9:00

Submitted by Kerry DeWolfe

Town of Corinth
Planning Commission Meeting
March 7, 2019

ATTENDEES:

Planning Commission (PC): Dick Kelley, Chair; Kerry DeWolfe; Russ Pazdro; Torrie Littlefield from Two Rivers, and Tim O'Dell also attended and participated in discussion.

The meeting was called to order at 7:32 pm

1. Minutes. RP moved to accept the minutes from the February 21st meeting. KD seconded. Motion passed unanimously.
3. Correspondence: None
4. New Business: None
5. Discussion: Continued work on the Town Plan focused on the Forests sections. Another discussion topic was the Public Forum which is now planned for May.
6. Adjournment: PR moved to adjourn the meeting. DK seconded. Meeting adjourned at 9:30

Submitted by Kerry DeWolfe

**Town of Corinth
Planning Commission Meeting
March 21, 2019**

ATTENDEES:

Planning Commission (PC): Dick Kelley, Chair; Kerry DeWolfe; Russ Pazdro; Patty Rizzo; Kenya Lazuli. Kevin Geiger from Two Rivers, Anne Margolis and Tim O'Dell also attended and participated in the discussion.

The meeting was called to order at 7:00 pm

1. Minutes. RP moved to accept the minutes from the February 7th meeting. PR seconded. Motion passed unanimously.
3. Correspondence: None. However, a draft of a letter intended for Topsham-Telephone inviting its input into relevant planning issues was circulated for comment.
4. New Business: None. The Groschner Act 250 submission relating to upgrades to the "post office" building was circulated.
5. Discussion: Work continued on the Town's Enhanced Energy Plan. KG had maps delineating areas of the Town relevant to issues of renewal energy. The PC and attendees discussed the Town's Energy goals, the potential for residential scale and utility scale development and consistency with other aspects of the Town Plan.
6. Schedule: The PC discussed the remaining time left on the grant and schedule as follows: 4/4 meeting with Tori Littlefield; 4/25 meeting with Kevin Geiger; 5/9 Public Forum.
7. Adjournment: Meeting adjourned at 9:00

Submitted by Kerry DeWolfe

Town of Corinth
Planning Commission Meeting
April 4, 2019

ATTENDEES:

Planning Commission (PC): Dick Kelley, Russ Pazdro, Patty Rizzo, Kenya Lazuli. Victoria Littlefield from Two Rivers.

The meeting was called to order at 7:00 pm

1. Reorganization. Patty Rizzo nominated Dick Kelley for Chairperson, Kenya Lazuli seconded the motion. The motion was passed unanimously. Dick Kelley nominated Kerry DeWolfe for Vice Chairperson, Kenya Lazuli seconded the motion. The motion was passed unanimously. Russ Pazdro nominated Patty Rizzo for Secretary, Lazuli seconded. The motion was passed unanimously. Dick Kelley made a motion to hold PC meetings on the 1st Thursday of month at 7:00 pm. Russ Pazdro seconded the motion. The motion was passed unanimously.
2. Minutes. Patty Rizzo moved to accept the minutes from the March 21 meeting. Kenya Lazuli seconded. The motion was passed unanimously.
3. Correspondence. Email from Karen Galayda was received asking that both E. Corinth and Cookeville be recommended for designation as village centers in the Plan. Tori confirmed it is so stated in the draft.
4. New Business. None.
5. Old Business. Work continued on the Town Plan. The section that was discussed and worked on, was Housing.
6. Projected dates to be noted -

April 25 - Meeting with Kevin Geiger in regards to the Energy portion of the Plan
May 9 - Public Forum to be held at 7:00 pm to present the draft of the proposed Plan
May 16 - Meeting to discuss the results/input of the Public Forum
June 6 - Meeting with Tori Littlefield for any edits and revision needed to the proposed Plan.
August - Public Hearing
September – Final PC approval and submission of Plan to Selectboard
7. Adjournment - Meeting was adjourned at 9:00 pm

Submitted by Patty Rizzo

**Town of Corinth
Planning Commission Meeting
April 25, 2019**

ATTENDEES:

Planning Commission (PC): Dick Kelley, Chair; Kerry DeWolfe; Russ Pazdro; Patty Rizzo. Kevin Geiger from Two Rivers, Anne Margolis and Tim O'Dell also attended and participated in the discussion.

The meeting was called to order at 7:00 pm

1. Minutes. KD moved to accept the minutes from the February 7th meeting. RP seconded. Motion passed unanimously.
3. Correspondence: None. Topsham-Telephone has not responded to the PC letter.
4. New Business: None.
5. Discussion: Work continued on the Town's Enhanced Energy Plan. KG's draft was reviewed and revised. PC discussed a plan for the Public Forum on May 9th. DK and KD will draft a notice and place it on the LRN and in the JO. Draft document to be submitted by TL and posted for public review on Town website no later than May 1, 2019.
6. Adjournment: Meeting adjourned at 9:15

Submitted by Kerry DeWolfe

**Town of Corinth
Planning Commission Meeting
May 16, 2019**

ATTENDEES:

Planning Commission (PC): Dick Kelley, Chair; Kerry DeWolfe; Russ Pazdro; Patty Rizzo. Torrie Littlefield from Two Rivers and Tim O'Dell also attended and participated in the discussion.

The meeting was called to order at 7:00 pm

1. Minutes. RP moved to accept the minutes from the Public Forum of May 9th. PR seconded. Motion passed unanimously.
3. Correspondence: None.
4. New Business: The Administrative Officer approved a Minor Subdivision for S.A. Price. Concerns were raised about the apparent conflict between the Regulations and the conditions imposed on the subdivision. KD agreed to address this with the Administrative Officer.
5. Discussion: Work continued on the Town's Plan. It was agreed that individual members would review and revise sections of the current draft prior to the meeting on June 6, 2019 as follows: Current and Future Land Use – KD; Transportation – TO; Energy – TO; Natural Resources – RP; Education – PR; Housing – DK; Transportation – KL. TL will meet again with the PC on July 10, 2019.
6. Adjournment: Meeting adjourned at 9:15

Submitted by Kerry DeWolfe

**Town of Corinth
Planning Commission Meeting
August 1, 2019**

ATTENDEES:

Planning Commission (PC): Dick Kelley, Chair; Kerry DeWolfe; Russ Pazdro; Patty Rizzo; Kenya Lazuli. Nick Kramer, Anne Little and Tim O'Dell were in attendance.

The meeting was called to order at 7:00 pm

1. Minutes. KL moved to accept the minutes from the Meeting of July 10, 2019. KD seconded. The motion passed unanimously.

3. Correspondence: None other than a mass mailing from the USP regarding mail delivery points and notice of a TRORC Energy Committee meeting.

4. Discussion: An agenda item, review of the Price Application, was tabled due to the Administrative Officer's refusal to attend the meeting after having been asked to attend. Discussion continued regarding concerns about coordination with the AO, lack of transparency and oversight of the permitting process. The PC is exploring options for resolving these issues.

5. Discussion: Work continued on the Town Plan. Further revisions were reviewed and tasks were assigned in preparation for the Public Hearing scheduled for September 5, 2019, as follows:
 - DK: Will call TL on Friday to check on the final revisions of the draft and the planned mailing. Will obtain from TL text for the notice she is mailing out. Provide the text of the notice to KD, NK and AL. Will post notice of the hearing and Plan Table of Contents at 3 established locations.
 - KD: Will contact Anne McKinsey re posting notice of hearing on the Town website. Will contact Nancy Ertle re including notice of hearing in the next newsletter.
 - NK/AL: Will take steps to have notice on the LRN and Front Porch Forum multiple times before hearing.

6. Discussion: Nick and Anne are back and want to rejoin the PC. They will contact the Select Board to secure reappointment.

7. Adjournment: Meeting adjourned at 8:07 after motion by PR, seconded by KL.

Submitted by Kerry DeWolfe

**Town of Corinth
Planning Commission Meeting
September 5, 2019**

ATTENDEES:

Planning Commission (PC): Kerry DeWolfe; Russ Pazdro; Patty Rizzo; Kenya Lazuli; Nick Kramer, and Ann Little. Tori Littlefield from TRORC and members of the public.

The meeting was called to order at 7:00 pm

1. Public Hearing

The meeting commenced with a properly warned Public Hearing on the draft of the Town Plan. Questions and comments were received from: Chris Preston, Chris Groschner, Katie Kramer, Jeff Spiegel, Carl Demrow, Kelly Donahue, Anne McKinsey, Steve Long, Glynn Pellagrino and Ken Arkind. Suggestions were made to clarify and correct some of the details in the education section. Suggestions were also made to include concerns about abandoned, dilapidated and unsafe structures. Suggestions were made to include a recommendation for ongoing education regarding conservation and land use issue. There was discussion of aspects of the plan relating to home based businesses, food hubs, water/sewer system for East Corinth and the authority of the Planning Commission. Discussion was also had about the limitations of the Town Plan, its implementation and potential importance in Act 250 hearing.

2. Minutes. RP moved to accept the minutes from the Meeting of August 1, 2019. PR seconded. The motion passed unanimously.

3. Correspondence: None

4. Town Plan: KD made a motion to approve the Town Plan with edits based upon the suggestions made at the Public Hearing: The motion was seconded and unanimously approved. Tori Littlefield is to make the revisions, send out the Plan as required by statute, for consideration at the Selectboard's October hearing.

5. New Business: None

6. Adjournment: Meeting adjourned at 8:45 after motion by PR, seconded by KL.

Submitted by Kerry DeWolfe

Town of Corinth
Planning Commission Meeting
November 7, 2019

ATTENDEES:

Planning Commission (PC): Dick Kelly, Chair; Kerry DeWolfe; Russ Pazdro; Kenya Lazuli; Nick Kramer.

The meeting was called to order at 7:10 pm

1. RP moved to modify the Agenda to include recognition of Tori Littlefield's work on Town Plan. KL seconded the motion. Motion passed.
2. Minutes. RP moved to accept the minutes from the Meeting of September 5, 2019, with date correction. KL seconded. The motion passed.
3. Correspondence: None
4. Town Plan: The Town Plan was adopted by the Select board on October 21, 2019. The Planning Commission recognizes the invaluable assistance provided to the Commission by Torrie Littlefield of the Two Rivers-Ottawaquechee Regional Commission. Throughout the lengthy process, Torrie was extraordinarily professional and tolerant. Torrie's knowledge and experience allowed the Planning Commission to develop a robust Town Plan that captures the spirit of Corinth. The entire community has benefitted from her participation in the project. Thank you Torrie. The PC will work on the Implementation Matrix at the next meeting.
5. Land Use: potential projects to be discussed in January.
6. Discussion: An ad hoc citizens group has submitted an application for a grant to fund a feasibility study for bringing high speed internet to the Town. PC will be kept informed about the efforts of this group and ways in which the PC may be able to assist.
Budget: The PC account balance is not currently available. The PC will submit a request to the Budget Committee in the amount of \$1,600 broken down as follows: \$500 for surveys and mailing; \$500 for education and training; \$500 for matching grants; and, \$100 for supplies. RP moved to adopt the above budget and submit it to the Budget Committee. KL seconded the motion. The motion passed.
7. New Business: None
6. Adjournment: Meeting adjourned at 8:45 after motion by KD, seconded by NK.

Submitted by Kerry DeWolfe

**Town of Corinth
Planning Commission Meeting
December 5, 2019**

ATTENDEES:

Planning Commission (PC): Dick Kelley, Chair; Kenya Lazuli; Russ Pazdro; Patty Rizzo.

The meeting was called to order at 7:00 pm

1. Minutes. RP moved to accept the minutes from the November 7 meeting. PR seconded. Motion passed unanimously.

3. Correspondence: Kelley received an email from Tori Littlefield at Two Rivers, containing a link to a Google drop box containing all files relating to work on the Plan; Kelley will distribute the email to Commission members. Kelley also received a phone call from Chris Preston requesting time at a meeting to discuss floodplain zoning issues (tentatively scheduled for January meeting).

4. Old Business:
Implementation matrix: tabled to a future meeting.
2021 budget: Kelley updated the Commission concerning its 2021 budget request
Fiber initiative: Kelley reported that the town's application for a broadband grant was not chosen for award. The fiber group will follow up with a new application for the next round.

5. New Business:
Next steps: There was a brief informal discussion of areas of potential focus for the Commission now that the Plan is complete and adopted. Over the next few months the Commission will solicit ideas and opinions throughout town. Some possibilities:
 - Land use regulations
 - Fiber optic infrastructure planning
 - Review existing ordinances for efficacy (floodplain & subdivision)

6. Adjournment: Meeting adjourned at 8:30

Submitted by Dick Kelley