

**DRAFT
Minutes
Town of Proctor, Vermont
Planning Commission / Economic Development Committee
Regular Meeting Minutes
Proctor Town Hall
5 August 2021**

Members present: Richard Horner (Chair), Tom Doty (Vice-Chair), Dale Christie

Members absent: Carol Protivansky and Thomas Hogan

Others Present: Erika Berner (Recording) and Robert Oberg (Zoning Administrator applicant)

Meeting called to order by R. Horner at 6:02PM.

Review of Agenda: R. Horner requested approval of August Agenda. T. Doty moved to accept Agenda without additions. D. Christie seconded motion. The Agenda was APPROVED by all.

Review of May and June Minutes:

R. Horner asked for motion to approve May minutes. T. Doty motioned, D. Christie seconded, motion. Approved by all.

R. Horner asked for motion to approve June minutes with change. T. Doty motioned. D. Christie seconded motion. Approved by all

Zoning Administrator:

R. Horner introduced R. Oberg to Commission as applicant for the ZA position. R. Horner, reviewed the duties and responsibilities of the ZA position and asked R. Oberg if he had any questions. R. Horner asked the Commission if there were any questions, none forthcoming. R. Horner asked for motion to recommend R. Oberg to the Proctor Select Board for the ZA position. D. Christie motioned to approve the recommendation for R. Oberg to the ZA position. T. Doty seconded. The Motion was APPROVED.

Hazard Mitigation Plan Planning Team:

D. Horner explained what and how meeting meetings would take place concerning the Hazard Plan Committee. T. Doty asked about any duties, and volunteered to serve on the Team. D. Horner asked for a motion to accept T. Doty's offer to volunteer on the Team. D. Christis motioned; T. Horner seconded. Motion APPROVED.

Zoning Administrator's Report:

R. Oberg discussed the permit for a barn on the Franzani property.

D. Christie asked E. Berner about the outcome of the property on 8 Columbia, concerning Wetlands. E. Berner reported that it had been resolved and that the Z. Courage from the State had visited the site and okayed the proposed building with the property owner.

Economic Development:

No activity to report.

Old Business:

None

New Business:

None

Other Business:

D. Horner reported that the Select Board had approved the proposed “No Parking” regulations, taking one or two Planning Commission recommendations. (The Commission’s recommendation to allow parking on High Street on non-school days was turned down by the Select Board) .

D. Christie suggested that certain pages and reports could be eliminated from the printed Town Annual Report but put up on the web site, for example:

- Association annual reports
- Bond and audit report.

D. Christie also suggested the complete annual report (including association, bond and audit reports) be formatted into a downloadable pdf for those who would like a complete copy.

Other suggestions were:

- Keep the heavy cover and printing paper, Include just a summary for those who did not want to read the entire financial report
- Mail out hard copies but leave out the pages with the audits and bonds (keep in the soft copy.
- Sell ads to off-set the cost of printing and mailing.
- Print a certain amount of complete annual report for archival purposes (library, town records, etc.,).
- Add a summary page of donations to softcopy.

Further discussion will follow.

Next meeting:

2 September 2021 at 6:00PM outside in park (weather permitting).

Adjourn:

D. Horner moved that the meeting be adjourned. D. Christie seconded and the motion was APPROVED by all. The meeting was adjourned at 18:45 hrs. (6:45 00PM)

Respectfully submitted by:
Erika J. Berner, (Recording)