



**Minutes**  
**Moretown Planning Commission**  
**Wednesday, June 5, 2024**  
**-Draft-**

The meeting was held in person at the Moretown Town Office and online via Zoom.

**Members Present:** Clark Amadon, Karen Horn, John Schmeltzer, Dave Stapleton (Chair)  
**Staff Present:** Carol Chamberlin, Zoning Administrator  
**Others Present:** Bob Sargent, Deb Sargent

Dave called the meeting to order at 6:36 pm.

**Public Comment**

No public comment was provided.

**Approval of Minutes**

The minutes of May 15, 2024 were approved.

**Town Plan**

Survey Review

The draft survey was finalized, and drop off locations confirmed. Carol noted that both paper and online versions will be available beginning the week of June 9.

Outline structure and assignments

The outline structure for the Plan was discussed, and it was agreed that Dave and Carol will finalize the chapter organization. Carol will set up drafts of each chapter in Word so that PC members are able to edit individual chapters and provide drafts for full PC review.

CVRPC Input

Examples of suitable Town Plans had been provided by the CVRPC. Dave noted that he had been in touch with Brian Voigt, and that map updates should be addressed early on in the process, in order to give Brian adequate time to provide any changes or produce new maps.

**Updates and Other Business**

Local Hazard Mitigation Plan (LHMP)

John reported that the grant for this work has been awarded, and that some responses to the RFP that was published have been received. He indicated that formation of a subcommittee might be suitable for review of the document and presentation to the Selectboard.

### FEMA Mapping updates

John explained that it will likely be several more years before FEMA completes the current map update that is in progress, but that there may be some drafts of the new documentation available earlier, for consideration in drafting the Town Plan and North Moretown NDA application.

### Legal Trail/Class 4 Road (LTC4) Committee

Members of the LTC4 Committee reported that this group will likely be approving a final draft of the related Policy at their June 12 meeting, and that the Policy will remain focused on maintenance with the PC being tasked with further consideration of allowances for development on roadways that fall under these classifications.

### NDA

Dave reported on a recent meeting with Brain Voigt (CVRPC), Amy Tomasso (ACCD), and Tom Leitz and Bill Woodruff of Waterbury. (Duxbury has expressed interest but was not able to attend the meeting.) Dave noted that Waterbury is agreeable regarding proving connections to their wastewater system, but is not interested in actually being part of the NDA area. Dave will be working with Amy on the application materials.

### Village Wastewater

Clark provided an update on the project – it is anticipated that data points sent to the State may allow for scheduling some digging of test pits in several potential locations. Positive results will provide a means to move forward with further plans for that location.

### Village Trust Initiative

Karen reported on this collaborative program, which is intended to set up a Trust around a specific building/facility; an application has been submitted for the purpose of Town Hall renovations. She noted that the Friends of the Library has taken many of the first steps necessary towards a viable project.

### Legislative Update

John reported on some pertinent bills that have passed, including one (S.55) related to Open Meetings that will require future meetings be recorded.

### **Adjournment**

The meeting adjourned at 7:46 pm.

Respectfully submitted,

Carol Chamberlin, ZA