

**TOWN OF CHESTER  
PLANNING COMMISSION  
April 16, 2018**

**Commission Members Present:** Naomi Johnson, Tim Roper, Barre Pinske, Claudio Veliz and Cheryl Joy Lipton.

**Staff Present:** Michael Normyle, Zoning Administrator, Cathy Hasbrouck, Recording Secretary.

**Citizens Present:** None

**Agenda Item 1, Review minutes from April 2, 2018 meeting**

Tim Roper moved to review and discuss the meeting minutes from April 2, 2018. Claudio Veliz seconded the motion. Tim Roper noted a missing word in Block 8 on the second page. The word “at” was missing. He also asked about the discussion in Block 26 of what groups of people could live in accessory dwellings units. It was decided to add “groups of people” to the text to clarify that it was referring to who would occupy those units. Claudio could not find any errors of grammar and the discussion was closed. A vote was taken and the minutes were accepted with the changes specified.

**Agenda Item 2, Citizen Comments**

There being no citizen present, there were no citizen comments.

**Agenda Item 3, Review Energy Questionnaire results to date.**

The Commission considered the summary of responses to the Energy Questionnaire sent in the packet that week. It included a list of written comments received and two letters sent in by citizens. Naomi Johnson said that Jason Rasmussen of the Southern Windsor County Planning Commission would be coming to the next Chester Planning Commission meeting on May 7, 2018 to help with the update of the energy chapter. This service is being provided free of charge by the SWCPC. Naomi thought Jason would probably help the Commissioners identify areas in Chester that were or were not suitable for wind or solar installations. Naomi asked Recording Secretary Cathy Hasbrouck to send the summary data from the Energy Survey to Jason. Tim Roper and other Commission members asked for the data as well. Tim said he was surprised at the level of support for solar and wind energy generation in Chester. Naomi agreed that the level was surprisingly strong. Barre Pinske noted that the letters the Commission received as part of the survey took a more “realistic” view of the matter. Cheryl Joy said she believed that it is likely there are as many as 20 – 30 people per letter who would agree with the position expressed. Naomi pointed out that one commenter said the survey was unclear and a second commenter said the survey was poorly worded. No one could find any comments that approved the survey.

Claudio Veliz brought up the question of who received the survey. Did any second home owners participate? Cathy Hasbrouck said the survey was sent to every taxpayer with a

Chester address on the town's property tax rolls. It was also published on the town's website and in the Chester Telegraph. Cheryl Joy pointed out that replying to the survey required a postage stamp, which could indicate a certain level of interest. Tim Roper said he dropped his off at the Town Hall. It was decided that part-time residents were probably not a significant part of responders.

Michael Normyle suggested that the results of the survey be published, in an effort to get more people to respond. Naomi Johnson suggested that the Commission wait until it spoke to Jason Rasmussen before seeking more responses or publishing the result. Jason has funding from a grant to help Chester write its energy chapter. Tim Roper noted some corrections needed to the calculated percentages. Claudio suggested bar graphs would be useful.

Claudio Veliz said he agreed with the letter Tom Hildreth wrote outlining a position on ridgeline protection. Michael Normyle volunteered to send a letter or e-mail to the two people who wrote letters, thanking them for their input.

#### **Agenda Item 4, Chapter 3, Utilities & Facilities – DRAFT**

The Commission then took up Chapter 3 of the Town Plan, Utilities and Facilities. Naomi Johnson noted that Table 3.1 on page 1 should specify which edition of the Town Report it came from. She also confirmed that Chester's Capital Plan is still not a part of a Capital Budget and Program under 24 V.S.A. Section 4430.

There was considerable discussion of the Police, Fire and Ambulance sections. The conclusion was that probably the best way to approach the section was for the Recording Secretary take care of re-writing the section, using the annual Town Report as a primary source document and the Municipal Planning Guide from the state of Vermont as a guide to what should be included in a Town Plan. While the department heads could certainly speak to the current manpower and equipment levels in their department, and enumerate challenges and accomplishments, it was not a part of their job to understand the structure and requirements of the Town Plan. It made more sense for someone attached to the Commission to draft a statement for each department and go over the statement with the department head.

The Water, Wastewater and Solid Waste sections were then addressed. Corrections and clarifications were made to the explanation of the town's water system. Adjustments were made to the section that addressed storm water infiltration into the wastewater system. Claudio and Cheryl Joy agreed to write a statement about recycling and present it to the Commission for inclusion in the Solid Waste section.

Many small changes were made to the recreation section to make it clearer and more consistent. Naomi asked Cathy to take the document from Lillian Willis that will be included in Chapter 4 and use it to expand on the status shown in the right-most column of the Historic Buildings table. Also, it was decided to move the section on Historic buildings to a more appropriate place in the chapter, such as after the Hunting and Fishing section.

Naomi Johnson did not offer any changes to the Electric Utilities, Telephone and Computer or Communications Towers and Structures except to change the name of the electric utility from Central Vermont Public Service to Green Mountain Power. She suggested that the Commission would get help to revise this section.

### **Agenda Item 5, Chapter 5, Education and Child Care**

It was noted that a paragraph discussing Act 46 has been added. Further discussion of this short chapter was postponed due to lack of time.

### **Agenda Item 6, Spring Zoning and Planning Forum on May 23, 2018**

Michael Normyle described past Forums to the Commission and said he found them useful. At least 2 Commission members said they planned to attend.

### **Agenda Item 7, Set date for next meeting**

The date for the next meeting will be May 7, 2018.

Barre Pinske expressed gratitude to Cheryl Joy and Claudio for volunteering to do some writing and to Tim Roper for creating bar graphs of the energy survey data.

Claudio Veliz moved to adjourn the meeting. Tim Roper seconded the motion. A vote was taken and the meeting was adjourned.