

**Thetford Planning Commission
Minutes – February 19, 2008**

Present: Liora Alschuler, Stuart Blood, Dennis Donahue, Rick Howard, Wayne Parks (Chair)

Absent: Heather Carlos, Lori Howard, Kevin O’Hara

Guests: Tig Tillinghast (7:15-8:15)

1. 7:20: Meeting Called to Order.
2. 7:20: Public Comment: None.
3. 7:21: Review of Prior Minutes: Blood moved to approve the minutes of February 5, 2008, as amended. Alschuler seconded. The vote was unanimous in favor.
4. 7:27: Telecommunications and Flood Regulations:
 - a. Warning and Public Notices for March 18 Public Hearing: Parks reported that he received an email from Chris Sargent confirming that warnings and notices are on schedule. Parks will post notices around town.
 - b. Handouts: The Commission discussed Alschuler’s proposed changes to the Proposed Flood Area Zoning Bylaw revision informational handout. The Commission debated whether to include in the second paragraph: “Note: Thetford will vote on March 4 on an article that would move the power to adopt the bylaws to an Australian ballot at a regular or special town meeting.” The Commission also discussed the proposed third paragraph, which further explains the March 4th vote.

Motion by Alschuler to change the second paragraph of the handout as indicated, change the word “would” to “could” in the “Note”, and delete the third paragraph. Blood seconded the motion. The vote was four in favor, and Donahue opposed. The vote failed. Following continued discussion, with no other motions put forward, motion by Alschuler to table the discussion.
 - c. Table at Town Meeting: The Commission agreed to have a table at town meeting including a map, regulations, informational handouts, and a copy of the Town Plan. Parks will assemble the materials, and he and Blood will set up the display.
5. 8:05: Zoning Bylaws:

The Commission discussed how to proceed with review of the bylaws. Alschuler commented that it is difficult to work with the three documents, as they are currently organized (1.) Thetford Zoning Ordinance Rough Draft, 2.) Recommended text, questions and comments on items included from the Town Plan, with tracking of discussed items, 3.) Town Plan Recommendations Guiding Zoning Regulations-Spreadsheet).

Alschuler offered to take responsibility for the management of the documents, by reorganizing them, and then continuing to manage them. She proposed to draft the following from the current documents: 1.) A “to do list”/a list of items to discuss. 2.) A current draft, which would reflect the current state of decision making, reflected in a clean draft, with a versioning method. 3.) A record of decisions made.

Alsculer recommended dividing the “to do list” among Commission members. The designated person would submit recommendations before the meeting, to be reviewed for the meeting, and decided on at the meeting. Questions would be forwarded to Chris Sargent for review and recommendations, before the meeting.

Parks suggested the work be divided up among subcommittees of the Commission.

The Commission agreed to Alschuler’s proposal, and she hopes to complete the reorganization within a few weeks.

6. 8:45: Reports:
 - a. Selectboard: None.
 - b. Planning Commission Vacancy: Parks reported that there have been no inquiries. He will continue to advertise by posters, since newspaper advertisements are expensive.
7. 8:49: Old Business: None.
8. 8:49: New Business: None.
9. 8:49: Tabled item: Proposed changes to the Proposed Flood Area Zoning Bylaw revision informational handout:

Blood suggested a separate informational handout, regarding the bylaw adoption process. The Commission agreed to Blood’s suggestion, and agreed to Alschuler’s proposed changes, as discussed above. Blood will submit the bylaw adoption process informational sheet draft to the Selectboard to review and sign.

Blood will post the bylaw information to the Listserve.
10. 9:03: Motion by Blood to adjourn, seconded by Donahue. The vote was unanimous in favor.

Respectfully submitted,

Ann Fenton
Recording Clerk, Thetford Planning Commission