

**NORWICH PLANNING COMMISSION**  
**Thursday, April 23, 2020, 7:00pm**

**MINUTES**

Zoom Meeting: <https://zoom.us/j/99746343066>  
Meeting ID: 997 4634 3066

Members Present: Jaci Allen (Chair), Jeff Goodrich, Melissa Horwitz, Ernie Ciccotelli, Jeff Lubell, Leah Romano

Public Present: Claudette Brochu, Linda Cook

Staff: Rod Francis

**Meeting Opened:** 7:06pm

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1. Approve Agenda  
Goodrich moved and Ciccotelli seconded a motion to approve the Agenda. Motion carried: 6 — 0
2. Meeting Objectives:
  - o Define next steps on 2020 PC work plan
3. Open Meeting Law under Act 92  
Francis outlined recent legislative changes made to address social distancing while ensuring Open Meeting Law protections.
4. Comments from the Public. None
5. Review and approve Minutes 2-27-20  
Lubell moved and Horwitz seconded a motion to approve the minutes of February 27, 2020. Motion carried 5 — 0
6. Announcements, Reports, Updates & Correspondence
  - o the following correspondence was acknowledged
    - i. Hayes
    - ii. Richards
    - iii. T. Candon
    - iv. Staggs
  - o Updates
    - i. TRORC (plan approval)
    - ii. Selectboard  
Brochu informed the PC the 2 open positions will be posted. At the May 13, 2020 SB meeting the size of the PC membership will be discussed. In a straw poll of PC members present the Chair ascertained that 5 out of 6 members agreed with a PC membership of 7
    - iii. Affordable Housing Subcommittee  
Lubell summarized the last Subcommittee meeting held 4/20 as a 'catch-up' meeting where the question of office holders was tabled until the May meeting. The group discussed the forthcoming publicity campaign and decisions regarding the moving of the \$45,000 affordable housing fund to VT Community Foundation so that it could be augmented by private donations.
    - iv. CRS membership

Francis outlined next steps for joining the Community Rating System (CRS) of National Flood Insurance Program (NFIP). 1) Submit community "Self-check" questionnaire and Letter of Intent (LOI) to FEMA Region 1 2) Schedule visit (substantial delay due to covid-19 expected). 3) Make necessary program changes and join

- Reports (None)
- 7. Define next steps on 2020 PC work plan  
Commissioners focused on the issue of the timing and sequence of the Wastewater Study and the Land Use Regulations rewrite. Francis will prepare a brief scoping statement for the Wastewater study for the May meeting
- 8. Other Business (None)
- 9. Future Meeting Schedule & Agendas  
May: Wastewater Study scoping statement

Meeting Adjourned 8:32pm

**Future Meetings:**

**Thursday, May 28, 6:30pm Regular Meeting**  
**Thursday, June 25, 6:30pm Regular Meeting**  
**Thursday, July 23, 6:30pm Regular Meeting**

**APPROVED 6-24-2020**