

MINUTES  
Planning Commission Meeting 4/6/15

Present:

Committee- Kelly Emerson, Julie Oliver, Nancy Vaughan, Carrie Peters, Rane Curtis, Sara Dennis  
Guests-Alison Low

Shared contact information prepared ahead of time with members and resources.

**New Business**

Alison from NVDA (Northeastern Vermont Development Association) reviewed “Essentials of Local Land Use Planning and Regulation” slide show, shared resources, online tools and ideas for getting started with updating the five year plan for Groton and answered questions. Stressed importance of accountability and input from towns people throughout process.

Grant application for Planning Grant due in September which Alison will support us with when time gets closer.

Ranee nominated Carrie and Kelly as Co-Chairs, Nancy seconded the nomination, passed with all voting in favor.

Carrie nominated Rane Curtis and Julie as Co-Secretary, Sara seconded the nomination, passed with all voting in favor. Minutes will be completed, sent to committee members and emailed to Dave Spenser for posting on Groton Town website.

Nancy and Sara will organize agenda and post meeting warnings at designated locations

Discussed strategies for updating plan. Are going to meet bi-weekly for now and address one section at a time with the goal to have rough draft of plan completed in September of 2015.

**Past Business**

**Notes/Topics of Ongoing Interest/Moving Forward**

September=Grant Application for Planning Commission due & Rough Draft completion goal  
Paper of Interest for information posting? Carrie checking at town clerks office.

**Next Meeting & Agenda Items**

Monday, April 27, 2015, 6:30pm

Groton Library (providing space is available upon contacting librarian-Julie checking in)

- Approval of 04/06/15 minutes
- Look at other town plans online from site provide by Alison (nvda.net) to gain insight and ideas moving forward.
- Share and discuss useful tools and resources reviewed which were provided by Alison.
- Set next meeting and agenda.

The minutes are in draft format and are unofficial until formally approved by the committee at a subsequent meeting.