

TOWN OF NORTHFIELD, VERMONT  
PLANNING COMMISSION  
Minutes of November 20, 2017

Meeting was called to order at 7:09 PM by Chair Hill-Eubanks.

- I. **Roll Call:** Present for the meeting were Goodrich, Hill-Eubanks, Rhodes, and Ruttenberg.
- II. **Set/Adjust Agenda:** Changes needed to the schedule of the Town Plan chapter reviews.
- III. **Public Participation:** None
- IV. **Approval of Minutes:** Rhodes moved to approve minutes of August 21, 2017, September 18, 2017, October 16, 2017. Ruttenberg seconded. Motion carried 4-0-0. Tabled minutes of August 2, 2017.
- V. **Letter regarding conservation easement on Town Forest as part of grant application:** The Northfield Conservation Commission is in the process of negotiating to purchase the property at the summit of Paine Mountain to add to the Town Forest. A grant application has been submitted for the funds needed to complete the purchase. The grant requires that a conservation easement be placed on the Town Forest. As part of the grant application, the Planning Commission has been asked to provide a letter of support. Commissioners expressed support for the project as it would add to the benefits provided by the Town Forest and be the best use of the property. Ruttenberg moved to send the letter of support; Rhodes seconded. Motion carried 4-0-0.
- VI. **Work on updating Town Plan**
  - a. **Continue Town Plan update:** Changes to the schedule of Town Plan chapter reviews are necessary. Chapters for review that each Commissioner is responsible for, and the month planned for review are as follows:

2017	December	- Housing, Supplee
2018	January	- Economy, Rhodes
	February	- Population, Goodrich; Cultural Resources, Brown
	March	- Cultural Resources; Natural Resources, Hill-Eubanks
	April	- Natural Resources; Facilities & Services, Ruttenberg
	May	- Facilities & Services; Energy, Brown
	June	- Energy; Education, Rhodes

- July – Education;  
Transportation, Goodrich/Ruttenberg
- Aug – Transportation
- TBD – Introduction – Ruttenberg;  
Land Use – Hill-Eubanks

Each month may include starting or finishing chapters, as time allows. Should confirm with the responsible Commissioner before each meeting that the chapter is ready for review. Review schedule is likely to change, so the Commissioners will be sent an updated schedule each time it is changed. Commissioners will reach out to individuals/groups that may have an interest in each chapter. Schedule of review for each meeting will be posted publicly. The public is welcome to provide input as each chapter is reviewed, and/or after each chapter is drafted. Chapters will be made publicly available and announced in news/online media as they are drafted.

Discussion of possible improvements needed in the Northfield Falls area now that it is a designated Village Center; these could include adding a public sewer system and more housing options. Planning Commission will look into how best to encourage a sewer project for the Falls. The Town Plan should include the information.

Discussion about trying to determine the vision of the town's residents' for the future of Northfield. A public survey at Town Meeting Day and online are possible options.

## **VII. Other Business:**

## **VIII. Next Regular Meeting:** December 18, 2017

## **IX. Adjournment:** Motion to adjourn made at 8:15 PM. Motion carried 4-0-0.

*These minutes are subject to changes and approval at the next regular meeting, but are substantially correct.*