

**TOWN OF NORTHFIELD, VERMONT  
PLANNING COMMISSION  
Minutes of February 12, 2018**

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

- I. **Roll Call:** Present for the meeting were Brown, Hill-Eubanks, Rhodes, and Ruttenberg.
- II. **Set/Adjust Agenda:** Population chapter of Town Plan removed from agenda
- III. **Public Participation:** None
- IV. **Approval of Minutes:** January 15, 2018. **Approved 4-0-0.**
- V. **Planning Grant Consultant Hiring Process:** Discussed candidates for planning consultant hire and relative merits of each. Three of the five will be notified that they will be asked to submit a proposal to the PC by March 12. Interviews will be conducted and decision made on March 19. Will schedule meetings for approx. 30-minute sessions on that night. Ruth and Paul will notify Check on setting up projector and screen for interview/presentation, and possibly conduct process in the Library Community Room.
- VI. **Survey:** Ruth will conduct planning survey at Town Meeting Day. Discussed the questions that will be included. Results could inform the consultant. Consultant may conduct additional survey.
- VII. **Work on Updating Town Plan:**
  - a. **Continue Town Plan update:** PC will rely significantly on the hired planning consultant to assist with rewriting the Plan.
    - i. **Economy:** Some of the information in the existing plan is useful. Some can be removed or shortened. Updated information will be added. Data that is included in the existing plan is not always referenced correctly or may be inaccurate and must be corrected.
    - ii. **Housing:** Tabled.
- VIII. **Other Business:**
- IX. **Next Regular Meeting:** March 19, 2018 at 6:30 PM in the Brown Public Library Community Room.
- X. **Adjournment:** Motion to adjourn at 8:56 PM. Motion carried.

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