

**VERNON PLANNING AND ECONOMIC DEVELOPMENT COMMISSION –
MEETING MINUTES**

January 10, 2018 at 6:30 PM Vernon Town Office Building

Members Present – Bob Spencer, Maddy Arms, Jeff Dunklee, Jessica Freeman Earp, Martin Langeveld, Patty O’Donnell, Janet Rasmussen

Other Attendees – Josh Unruh (Chair, Selectboard), Michelle Pong (Vernon Town Administrator), Jean Carr (Selectboard), John Bennett (Windham Regional Commission), Art Miller (Friends of Vernon Village), Jessica Butterfield (Friends of Vernon Village)

Bob Spencer called the meeting to order at 6:33 PM.

Public Input: None

Approval of VPC minutes of previous meeting(s):

It was moved, seconded and approved unanimously accept the minutes of the VPC meeting of December 13, 2017

Municipal Planning Grant for Village Center--RFQ for Planning Consultant

- Vernon recently received a grant to develop a Master Plan for the Vernon Village Center. Part of this grant will be used to hire a design consultant for the Vernon Village Center Conceptual Master Plan.
 - Martin Langeveld drafted a Request for Qualifications (RFQ) which will be used as a public posting to solicit resumes for the Master Plan’s design consultant.
 - PC members discussed the proposed RFQ and Martin agreed to make suggested edits for review at the February PC meeting.
 - The Friends of Vernon Village also plan to vote on the final text at their February meeting.

Town Plan Update

- Members reviewed, discussed and edited *Chapter 5-Economy* and *Chapter 7-Energy* of the current the Vernon Town Plan.

At 8:07 p.m., it was moved, seconded and unanimously approved that the Planning Commission enter into an Executive Session on a contractual matter.

- Executive Session terminated at 8:30 p.m. with no action taken

The meeting adjourned at 8:43 p.m. (Minutes submitted by Janet Rasmussen)

There will be a special meeting of the Planning Commission on Wednesday, January 24. Purpose of meeting is to continue editing and reviewing the Town Plan.

The next regular meeting of the Planning Commission is scheduled for Wednesday, February 14, at 6:30 p.m.