

Hartford Planning Commission/Town Plan Steering Committee Meeting
1/14/19
Draft Minutes

Attendance: The following individuals attended the meeting which was held at the Hartford Town Hall in Room 2 at 171 Bridge Street in White River Junction on Monday, January 14, 2019. The meeting was called to order at 5:35 p.m.

Peter Merrill	Planning Commission
Robin Adair Logan	Planning Commission
Dave Sherman	Planning Commission
John Reid	Planning Commission
Pat Stark	Historic Preservation Commission
Martha McDaniel	Energy Commission
Angie Emerson	Conservation Commission
Lori Hirshfield	Director, Department of Planning and Development Services
Matt Osborn	Planner

Draft Minutes of the December 10, 2018 Meeting: Matt Osborn asked if there are changes to the minutes of December 10th. John Reid noted two changes for clarification. Martha McDaniel made a motion to accept the minutes of December 10th with the noted changes. The motion was seconded by Pat Stark and approved.

Historic Resources Chapter: Matt Osborn presented the Draft Historic Resources Chapter. He noted that many of the goals, strategies and actions came from the summer community forums. Matt stated that the chapter has been reduced in size by about 40%. He noted that there are two new sections: cemeteries and threats to historic resources.

Martha McDaniel suggested keeping it readable and current for a general audience.

John Reid recommended taking out the bibliography and placing it in the appendix. The Steering Committee agreed.

Angie Emerson suggested reorganizing the chapter to make it flow better. Peter Merrill agreed. He suggested moving the Potential Archaeological Areas, Cemeteries, Overview of Town History and Hartford Timeline to the end of the chapter prior to strategies and actions. The Steering Committee agreed.

Regarding the section on Demolition, Angie Emerson asked for clarification about a contributing building. Matt Osborn responded that it is a determination by an architectural historian that a building retains its original architectural character over time and contributes to the historic district. Angie stated that 500 contributing buildings is a large number. She isn't clear what is being conveyed. Matt responded that he will work on revising the language to clarify.

Martha McDaniel noted the importance of incorporating the goals, strategies and actions into a work program.

Population Chapter: Matt Osborn presented the Draft Population Chapter. He noted that the chapter has been reduced in size by about 45%. Martha McDaniel suggested utilizing compelling graphs to call out the rising senior citizen population and the declining youth population.

Peter Merrill suggested including a statement of what we are trying to achieve. He noted that the school age population has been steady or declining in recent years. He asked what we can do to affect population. Lori Hirshfield responded that we need to understand the data and how it applies to other chapters of the Town Plan.

Dave Sherman suggested that if the data isn't significant, don't spend much time discussing it. Rather focus on the significant data and why it is good or bad.

Martha McDaniel stated that there are pieces of the Selectboard Strategic Vision that can be applied to the Population Chapter and other chapters. Matt agreed to e-mail the Selectboard Strategic Vision to the Steering Committee.

Peter Merrill suggested including information on race in the Population chapter.

Pre-Public Hearing Community Meeting: Lori Hirshfield noted that most of the Town Plan changes are basic updating that aren't controversial. The only exception being the Energy Chapter which is a major rewrite and includes some controversial recommendations. She suggested a meeting to present the Draft Energy Plan and solicit public input. The date for the community meeting has been scheduled for Thursday, January 31st. Martha McDaniel requested that the meeting be held at the Town Hall. Matt agreed to inquire about meeting room availability. He will work with Energy Coordinator Geoff Martin on publicity for the meeting.

Schedule: Matt Osborn noted that with the existing Plan expiring in late May, the following schedule is fairly tight. Matt noted that two Planning Commission public hearings are proposed although only one is required. Two Selectboard public hearings are required.

2/15/19	Mail Town Plan Draft & Report to Department of Housing and Community Development, Two Rivers-Ottawaquechee Regional Commission & Adjacent Municipalities
3/18/19	First Planning Commission Public Hearing
3/25/19	Second Planning Commission Public Hearing
3/25/19	Planning Commission vote to approve Draft Town Plan
4/5/19	Planning Commission submits Draft Plan to the Selectboard
5/7/19	First Selectboard Public Hearing
5/21/19	Second Selectboard Public Hearing
5/21/19	Selectboard vote to adopt Town Plan
5/24/19	Submit Plan to Two Rivers-Ottawaquechee Regional Commission Board

Next Town Plan Update: Lori Hirshfield noted that State Statutes changed regarding the requirement to update the Town Plan from once every five years to once every eight years. Lori noted that following adoption of the Town Plan this spring, we will begin work right away on the next update. It will be more involved, but spread out to have more time for a thorough review. For instance, we could work on two chapters a year.

Next Meeting: Matt Osborn noted that the next Steering Committee meeting is scheduled for Monday, January 28th.

Adjournment: The meeting was adjourned at 6:56 p.m.