

Wilmington Planning Commission  
Meeting **by conference call**  
Monday, April 13, 2020 at 4 p.m.

**Open Meeting**

Cheryl opened the meeting at 4:02 PM.

In attendance: Cheryl LaFlamme, chair, John Lebron, Meg Staloff, Tom Consolino at 4:13 PM,  
Angela Yakovleff, Mike Tuller, Zoning Administrator, Scott Tucker, Town Manager

**Possible Additions to the Agenda**

Zoom is available through the town. Cheryl wondered if we want to Zoom the next meeting. If we are still in Stay Home/Stay Safe mandate on hearing date, she thinks we should do it through Zoom. Her recommendation will be to have the meeting after May 15. We will discuss options during the "Set Hearing Date" agenda item.

**Public Comment**

None

**Approve Minutes from March 9, 2020**

Meg made a motion to accept the minutes of the March 9, 2020 meeting.

Cheryl seconded

In favor: Meg, Angela, Cheryl

Opposed:none

Abstain: John

Tom joined the meeting.

**Continue discussion on ZO Section 822L**

Tom Consolino had suggested we look at what the WRC does in terms of setting goals, objectives, and statement of purpose and work towards developing some for the Planning Commission. Due to the developments with covid-19 Cheryl did not invite John Bennett (WRC) to this meeting.

She thinks it would be wise for the Planning Commission to start reviewing the town plan.

There was much discussion about the vacant building ordinance. Cheryl asked John how he **feels** about instituting a vacant building since he was absent when we discussed it. He thinks we should have some sort of ordinance around that. It is not unreasonable.

**Approve Report**

The Report on the Municipal Bylaw Amendments was reviewed. Meg noted In the second paragraph, line 11 should read "Correct "Appendix III to Article X.

Angela made a motion to accept the report to the Selectboard with the corrected language.  
John seconded.

In favor: John, Angela, Meg, Tom, Cheryl

Opposed: none

Abstain: none

### **Set Hearing date**

Cheryl suggested that we set a special meeting on May 18 at 5:00 PM so it is after the present Stay Home/Stay Safe mandate that lasts through May 15.

John thinks if we still have a regular meeting on May 11 at 4:00 PM, we could hold the Hearing at 5:00 PM following the meeting. We don't anticipate the hearing being problematic. When Mike puts together the warning he will ask Jessica to include the Zoom information.

John wonders if people can send in comments and questions that can be read at the meeting?

Scott thinks a general meeting is somewhat easier over Zoom. Typically a special meeting should be for a special topic. Scott thinks the best date for a hearing is June 8 after the regular Planning Commission meeting.

Cheryl would prefer having the meeting in May.

Meg thinks we could cancel the May 25 holiday meeting (Memorial Day) and move the regular meeting to May 18 followed by the hearing.

John thinks we could have a hearing on May 18 in person. If we warn it as an in person meeting then have to change to Zoom there are time lines that have to be followed. We could all end up in the conference room on Zoom.

Scott asked if we do it on May 11, would the meeting be at 4:00 PM and the hearing at 5:00 PM?.

Meg thinks it would be better to warn on May 11 on Zoom rather than warn it as a Zoom meeting on May 18 and then have it in the conference room.

It was agreed by consensus to warn the Planning Commission meeting for May 11 at 4:00 PM followed by the Hearing at 5:00 PM via Zoom.

Mike will have Jessica warn the hearing on May 11 via Zoom at 5:00PM. He will ask Jessica to include language to have Hearing participants send in all comments and questions beforehand to be read at the meeting whether or not someone plans on attending. These should go to Cheryl.

**Comment:** Tom thanked Mike for shutting down the illuminated sign in Town. (Car Quest) This will be changed.

### **Old Business**

None

**Next Meeting** – April 27, 2020 Look at vacant building ordinance from Town Plan-Goal 8, Policy 3, Action 8.3.4. Cheryl will ask Sarah Fisher, the Selectboard liaison or an alternate, to attend. John Bennett (WRC) will be invited to attend.

**Adjournment**

Tom made a motion to adjourn at 4:49 PM.

Meg seconded.

In favor: Tom, Cheryl, Meg, John

Opposed: none

Abstain: none

Respectfully submitted,  
Angela Yakovleff, scribe