

## STRATFORD PLANNING BOARD

2019-09-17: Business Meeting Minutes

1. MEMBERS PRESENT: Rachel O'Meara, Denis Corbeil, Vicki DeLalla, Clayton Macdonald, Harry Juergens, Bruce Blodgett, Chase Cavazos
2. PUBLIC PRESENT: None
3. MEETING CALLED TO ORDER: 18:30
4. Accepted the minutes for 19-08-20, Vikki/Clayton 5/0
5. Announced Harry's appointment to the Select Board to fill the vacancy there and his consequent resignation from the Planning Board. Discussed Bruce moving from alternate member to full member to fill Harry's seat. He suggested that he remain an alternate until March to determine if Harry would continue on the Select Board and, if not, bringing him back to the planning board. This was accepted by Rachel as acceptable, with Bruce being appointed to fill Harry's seat at each meeting until then.
6. Discussed who would be attending the NCC annual dinner at Town & Country in Shelburne.
7. Rachel introduced a preliminary checklist for the planning board to use as a tool for subdivision applications. Discussed additions, using a previous subdivision as a proofing tool, and general polishing of the checklist to be discussed further at future meetings.
8. Entered a general discussion of the master plan information gathering process. The flip charts and placement were considered. Development and distribution of a survey was discussed. Ways of interpreting any returned surveys were considered. Use of the tax bills, website, distribution to non-property owners, public events, door-to-door, general mailing, etc. Rachel and Clayton are to prepare an initial draft survey. Discussed appropriate length, and the advantages of maximizing brevity. Considered when to hold the next public master plan session.
9. Discussed site plan regulations and reviews. Advantages and disadvantages of having that tool, advisability of pursuing some form of them and whether or not the planning board should approach the Town Meeting in March for approval to proceed.
10. NEXT MEETING: 2019-10-15 @ 18:30
11. ADJOURNED: Denis/Clayton, 5/0, 19:38