

**Brandon Planning Commission**  
**January 22, 2013**

**Planning Commission Members Present:** Anne Bransfield, Marty Feldman, Jeff Guevin

**Others present:** Charlene Bryant, Tina Wiles

**Call to Order:**

Anne Bransfield called the meeting to order at 7:24PM.

**Approval of Minutes:**

A review and correction of the minutes was completed.

A motion was made by Anne Bransfield and seconded by Jeff Guevin to approve the December 17, 2012 minutes as amended. **The motion passed unanimously.**

**Public Comment Period:**

A discussion was held concerning potential members to join the Planning Commission. Anne Bransfield to contact the individuals who have expressed interest.

**Update of Brandon Based Code Consultants:**

A proposal of \$6,500.00 was received from Brandy Sexton, a planning consultant, relative to Form Base Code. (Proposal Attached) Paul Drayer has also confirmed that he is available to help with the public process and is interested in working with the Planning Commission. There are no confirmed figures of what Mr. Drayer will charge. Ms. Sexton's proposal will be considered and the process could take conservatively nine months to complete, however, she would not be available to start the meetings until April. It was suggested to go to the Select Board to provide the information on the proposal to request funding of the project. There is currently \$2,500.00 in the budget. Anne Bransfield will also be working on grant-writing efforts.

A brochure on Building Healthy Communities was provided to the Planning Commission by the Regional Planning Commission.

***a) Information to property owners for BCC and wildlife corridor implementation***

It was hoped to bring the landowners into the process. A suggestion was made to distribute a letter to the landowners to bring them into the implementation process through an insert in the town report or a mass mailing. Janet Mondlak to be contacted regarding the potential for including this document in the town report that will include a listing of the next meetings and a brief description of what the Planning Commission is doing regarding a zoning overlay to protect the Wildlife Corridor. Jeff Guevin will develop the insert.

***b) Finalize preparations for upcoming Wildlife Corridor Meetings (January 26<sup>th</sup> and February 2<sup>nd</sup>) (Anne)***

On Saturday, January 26<sup>th</sup>, there will be a Wildlife Corridor meeting from 10:00AM to Noon in the basement of the town hall. The proposed agenda will be to introduce the plan and provide a map of the corridor that will have an explanation of where the animals travel and where the corridor is proposed. Anne Bransfield is scheduling speakers for the program.

**Other Business as Needed:**

***a) Training reimbursement***

The question was raised as to how reimbursement is obtained for training. Tina Wiles advised that registration forms should be submitted to the town office for payment. In the event the training has been paid, a reimbursement form should be requested from the town office for payment.

**Next Meetings:**

***. February 18, 2013 and March 18, 2013 – Planning Commission Meetings – Brandon Library – 7:00PM***

***. January 26, 2013 and February 2, 2013 - Wildlife Corridor Discussion – Town Hall Basement – 10:00AM to Noon***

**Adjournment:**

A motion was made by Jeff Guevin and seconded by Marty Feldman to adjourn the meeting at 8:29PM. **The motion passed unanimously.**

Respectfully submitted

Charlene Bryant  
Recording Secretary