

DRAFT
Brandon Planning Commission
May 19, 2014

Planning Commission Members Present: Jeff Guevin, Linda Stewart, Anne Bransfield, Tracy Wyman, Marty Feldman

Others present: Charlene Bryant, Tina Wiles, Jon Andrews, Allison Ianetti, Tina Coltey, Anne Marie McNeil

Call to Order:

Anne Bransfield called the meeting to order at 7:13PM.

Approval of Minutes: May 7, 2014

A motion was made by Anne Bransfield and seconded by Linda Stewart to approve the minutes of the May 7, 2014 Planning Commission meeting. **The motion passed unanimously.**

Action Items:

. RAPC Smoke-Free Survey Presentation

Tina Coltey of the Rutland Area Prevention Coalition reported the group has been in existence since 1997 and works towards the prevention of all abuse substances, including alcohol and tobacco. The proposed initiative is around second-hand tobacco smoke and how it impacts people, as well as the environment. There have been survey assessments done in various communities to determine the awareness and education about the second hand smoke exposure. The Coalition will offer to help support efforts regarding this subject. A survey was completed in Brandon over the course of two years to obtain public opinion concerning second-hand smoke. A summary of the survey was provided to the Planning Commission, along with informational brochures about second-hand smoke. Of the people surveyed in Brandon, 95.5% felt that second-hand smoke can harm people. With regard to second-hand smoke outside, 72.4% believe it is harmful outside as well as inside. When questioned whether some people can have allergic reaction to second-hand smoke, 82.8% agreed that they could. When questioned if it is believed that tobacco litter can be toxic, 78.2% believe that is true and 67.8% believe that waste from smokeless tobacco is harmful. It was questioned whether there should be a ban against tobacco use in Brandon's Central Park and 93.1% of the respondents noted they would like some sort of a ban; 39.1% would like a ban on all tobacco products at all times, 3.4% would like to see a ban on all smoked tobacco products, but would like smokeless tobacco to still be allowed and 50.6% would like to see a ban on all tobacco products, but only during public events such as concerts. Of the people surveyed, 93% of the respondents live in Brandon or within 10 miles of Brandon and 93.8% of the respondents were not smokers. All respondents had indicated if they visited the park and it had a smoke-free policy, they would comply with the policy. Anne Marie McNeil noted the number of respondents concerning cigarette litter was a little low, however, it was questioned whether it is well-known about the carcinogens related to this litter. It was noted that animals and toddlers are subjected to this substance. It was recommended the Planning Commission could potentially start with the July 4th Celebration and perhaps the Farmers' Market due to the large number of people utilizing the area. Tracy Wyman questioned whether public events are covered, since there is a ban in public buildings. It was noted that outdoor spaces do not fall under the same regulations as indoor spaces, which is why municipalities and event organizers are taking a look at regulations when it comes to outdoor spaces and events. The regulations can vary from short-term events to municipalities creating ordinances and is dependent upon

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what the region would like. Tina Coltey advised that the Friday Night Live in Rutland had approached the Coalition for assistance in making the event a smoke-free event. The Coalition did a similar survey and they decided upon a soft ban, whereby the event was smoke-free for the first year to see what the compliance would be without an ordinance or whether there would be a large public outcry. She noted the event was publicized as smoke-free and people were very good about complying. This was one example of where the event organizer had requested their assistance. Compliance and enforcement are the largest issues; however, in surveys taken, there are a high percentage of people who have indicated they would comply. All Rutland City parks are now tobacco-free and most people are very cordial with the ordinance. The Coalition's intent is to provide communities with information to consider and to be available as a resource for educational information. It was noted they will provide cigarette receptacles. They also work with the high schools in providing educational information. A recommendation was also made to discuss with the Brandon Chamber of Commerce the possibility of making the Brandon Auction a smoke-free event. It was also noted that Estabrook Park has an issue with tobacco litter.

. Vermont Economic Resiliency Initiative

Anne Bransfield was advised the Town qualifies for the Vermont Economic Resiliency Initiative. The program will assist with mapping, community outreach strategies and various resiliency work. Ms. Bransfield has a call into them and will have more information later this week. The program is through the Agency of Commerce and Community Development. The Regional Planning Commission had suggested Brandon would be interested in participating. Tina Wiles encouraged the Commission to research this opportunity.

. Review MPG Brandon-Based Code Proposals

The Planning Commission opened the bids received back from the RFP sent out for the Brandon-Based Code. The bids were received from Kristin K. Smith, Tricia N. Hayes, Amy Sheldon of Landslide Natural Resource Planning and David Raphael of Landworks, Broadreach, the Regional Planning Commission and Brandy Saxton of PlaceSense. The bids will be reviewed during executive session due to the contractual nature of the discussion.

. Summer PC Meeting Schedule

A recommendation was made to cut back to one meeting per month. It was thought if the Planning Commission is going to move forward with the Brandon-based Code, two meetings per month may be required. Currently, one meeting per month is scheduled.

Other Business as Needed:

Tina Wiles stated the 407 Sign Ordinance revisions and inclusions of Section 1016 Waiver will need to be passed on to the Select Board. Tina Wiles has drafted the revisions for the Select Board and the Planning Commission will need to send a request to the Select Board to set a hearing. Ms. Wiles also provided the Planning Commission information on the next steps for other outstanding items, such as the Town Plan re-adoption. Ms. Wiles provided the Commission information on the proposed Zoning Permit Fee structure that she has developed. She advised the fees are recommended due to the cost of hearings for the DRB, which are currently costing the town money.

The Rutland Regional Planning Commission has sent Ms. Bransfield the Commissioners Certificate for completion. It was noted that Dave Atherton had expressed interest in being appointed Brandon's representative to the Regional Planning Commission and Richard Baker has expressed interest in being the Alternate. The Brandon Planning Commission Meeting
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document will require signature by the Chair of the Select Board. Ms. Bransfield noted there is also a similar form required by the Transportation Council. Ms. Bransfield reported Richard Baker is currently the representative to this Council, however, there is no alternate appointed at this time. Ms. Bransfield has asked Robin Bennett if she wishes to serve as the alternate, but has not received confirmation to date. With regard to the Zoning Administrator position, Anne Bransfield advised the Select Board had wanted to review the position description. Ms. Bransfield has not received any information from the Select Board to date. The process for appointing a new Zoning Administrator, according to statute, is for the Planning Commission to advertise and make a recommendation to the Select Board, with the appointment being made by the Select Board. Jeff Guevin will move forward with posting the position on the list serve. Ms. Bransfield also noted she has not received word from the Select Board with regard to keeping Tina Wiles on the payroll for the interim, until a new Zoning Administrator is hired.

Anne Bransfield reported there will be a training session tomorrow for the VTrans Bicycle and Pedestrian Program. This program has \$4 million in federal money that can be used for scoping studies and construction of bike paths.

Next Meetings:

June 2, 2014

July 7, 2014

A motion was made by Anne Bransfield and seconded by Jeff Guevin to enter into executive session at 8:23PM for a contract discussion. **The motion passed unanimously.**

Executive Session:

The Commission came out of executive session at 9:00PM.

A motion was made by Anne Bransfield and seconded by Jeff Guevin to offer Kristin Smith, Landworks and Broadreach the opportunity to interview. **The motion passed unanimously.**

The interviews will preferably all take place on the same day, just prior to the next Planning Commission meeting.

Adjournment:

A motion was made by Anne Bransfield and seconded by Jeff Guevin to adjourn the Planning Commission meeting at 9:03PM. **The motion passed unanimously.**

Respectfully Submitted,

Charlene Bryant
Recording Secretary