

Sugar Hill Planning Board

December 7, 2022

Members: Margo Connors, Arthur Chase, Mike Valentine, Steve Monsein, Amy Venezia, Rob Hayward, Jim Keefe

Guests: Larry Sawyer, Tara Bamford (via Zoom)

Chairman Rob Hayward called the meeting to order at 5:30PM on Wednesday, December 7, 2022. On a motion made by Jim Keefe, seconded by Steve Monsein, the minutes of the November meeting were moved to be accepted. PASSED UNANIMOUSLY

Sandra Coffin-White

Lot Line Adjustment

Tax Map 214 Lots 12 & 13

Final Hearing

Cancelled by applicant

Old Business/New Business

The Board began to review and discuss some of the recommendations in the 2014 Master Plan in preparation for the meeting with Tara Bamford via Zoom at 6PM. Larry Sawyer, a representative from the Conservation Commission joined in this meeting and will continue to attend the meetings in which the Master Plan is being discussed.

Zoom Meeting

Tara Bamford- review of quote for Master Plan update

Tara Bamford joined us via Zoom Board to review and answer any questions from the Board on her estimate to assist in updating the Master Plan. Tara noted that she bills by the hour so the quote can go down if things take less time than anticipated. It was noted that this would be updated in a 18-24 month period of time. It was noted that the Selectboard has seen and is in favor of the planning board budgeting for this update.

Chapter 1- would be updated after the surveys are completed

Chapter 2 – Tara would update the data for this chapter using resources available

Chapter 3 – Tara would attend and work directly with the Conservation Commission on this chapter.

Chapter 4 – Tara would work with the planning board over a couple of meetings to review what was completed and what wasn't and the reasoning behind these. A survey will be developed and sent out to all property owners and registered voters for completion. This will be done with a postcard with a link to the online survey or instructions on how to obtain a paper copy if desired.

Chapter 5 – the planning board can do gathering of the information in this chapter and cut down on the number of hours that Tara would be needed for updating this chapter.

Tara suggests adding an action plan chapter at the end of the Master Plan to summarize the recommendations.

The Board will develop a budget for 2023 adding the cost of the Master Plan update proposed by Tara and submit to the Selectboard for the 2023 town meeting. The Planning Board will take the next few months and begin to familiarize themselves with the current Master Plan. Amy will send minutes of these meetings in which the Master Plan is discussed to Tara so she can stay informed. If the budget is approved at town meeting in March we will begin working with Tara via zoom at our April meeting. We will schedule our work meetings with Tara during our regular meetings and add an additional meeting if needed.

With no further business, on a motion made by Jim Keefe, seconded by Arthur Chase the meeting was adjourned at 6:45PM.

Submitted by:

Amy Venezia

Secretary to the Planning Board