

**PLANNING COMMISSION  
PRELIMINARY MINUTES**

**REGULAR MEETING**

**January 19, 2010**

**6:00 p.m.**

**MEMBERS PRESENT:**

Fred Glover, Chairman	Christine Fuller	Steve Stengel
Terry Carter	Rose Goings	Norman Vanasse
Alan Couch		

**MEMBERS ABSENT:**

Phil Dunwoody

**OTHERS PRESENT:**

Mike Doran	Jason Rasmussen	Duncan Love – LPC TV
------------	-----------------	----------------------

**1. Call to Order**

A. Fred Glover, Chairman called the meeting to order at 6:00 p.m.

**2. Roll Call by Recording Secretary**

A. All members present except Phil Dunwoody.

**3. Approve Minutes**

- A. The minutes to be approved are from the regular meeting of December 15, 2009.
- B. **MOTION by Christine Fuller and seconded by Terry Carter to accept the minutes from December 15, 2009 as written. Motion passed unanimously.**

**4. Comments from Citizens**

A. There were none.

**5. Town Plan Updating**

**NOTE: TERRY CARTER RECORDS CHANGES ONTO A DRAFT OF THE TOWN PLAN.**

- A. Rose Goings advised that she had given a copy of Plymouth's Town Plan to each board member for their review. She said that she and Jason Rasmussen would try to find others similar to Ludlow. They were considering Aspen, as it is also at the base of a ski resort. She said that she has attended a few meetings and she is not sure what chapters, if any, have been completed. If there are some that are complete, can the board make a motion to accept them as written?
- B. Fred Glover recalled that at the last meeting, they left off saying that Rose Goings would take what has been done so far and create a new, clean document that she would be able to maintain.
- C. Rose Goings said that she is working on it, but that she is not able to open all of the files that Terry Carter has sent her.
- D. Jason Rasmussen said that he thought the sections that had been worked on were Housing, Natural Resources and Local Economy. He said that it would make sense to complete these.

- E. Fred Glover said that the board needs to see a document with all of the changes incorporated.
- F. Jason Rasmussen said that he would convert the files and have a working document for the next meeting.
- G. Rose Goings said that she would compile binders for each member, with separate tabs for each chapter. She added that she and Jason Rasmussen can go forward, but did not want to step on any one's toes. She said that they had worked on the Transportation chapter and had sent copies to the board members. She can continue sending sections that she and Jason Rasmussen have worked on and the board members can review them and have comments and suggestions ready for the meetings. She added that they have reformatted the plan, putting graphs into the appendix. She said that board members really do not have to look at the existing town plan; they are free to come up with new ideas. The town has changed so much since the writing of the last town plan. This new one should concentrate on the future and where they want the town to go.
- H. Christine Fuller said that the board discussed that and decided not to throw the baby out with the bath water. They want to keep what is good from the existing town plan. She added that several chapters have been completed, but the board needs to see a working document.
- I. Rose Goings said that she does not have the Introduction.
- J. Terry Carter said she would send it to her.
- K. Jason Rasmussen suggested doing Land Use last. He said that he and Rose Goings will get the board a full set of documents for the next meeting. He added that he will print the copies out in color. He added that he thinks that the "meat" of the town plan should be in goals. The board has to make sure that what is put in goals is what they want.
- L. Fred Glover said that the community is this board's constituents and the only feedback the board has received was from the survey they did.
- M. Jason Rasmussen said that they could hold more public hearings to try to get more people to come. It is always a struggle to get people to attend. He suggested putting more on the website.
- N. Rose Goings said that people forget that Planning is the overview for Zoning. Even Act 250 looks to the town plans before the zoning regulations.
- O. Jason Rasmussen said that since Ludlow now have Local Act 250 review, they have more control over 3 of the criteria.
- P. Terry Carter suggested posting a notice at town meeting about the progress on updating the town plan and asking for voter participation.
- Q. Rose Goings said she would prepare something. She said that they could also post completed sections on the website, although the website does not have as much space as before.
- R. Jason Rasmussen said if there is a space limitation, Regional can post it on their website and provide a link to put on the town website.
- S. Christine Fuller suggested that they start working on the Transportation section.
- T. Jason Rasmussen said that he and Rose Goings had met with Ron Tarbell to discuss this section.
- U. Alan Couch said that he had not received the email.
- V. Rose Goings said she would make sure he is on the list in the future.
- W. Transportation
  - i. Fred Glover suggested that they start by picking out topic sections.
  - ii. Jason Rasmussen pointed out sections where changes had been made. He added that there were no major changes, mostly clarifications. He added that the existing town plan discussed Route 100 more than Route 103. He added information pertaining to Route 103. He asked about the change of added miles for town highway mileage.
  - iii. Fred Glover said that the town has not been accepting new roads.
  - iv. Rose Goings said that she started in 1998 and the town was already not accepting new roads.
  - v. Jason Rasmussen said that he got the figures from the most recent Town Highway map from the state.
  - vi. Norman Vanasse referred to page 5 and asked what Level E or better service refers to.

- vii. Jason Rasmussen said it is state policy that measures levels of traffic delay. He does not know if the town has a policy in place, or if they want it.
- viii. Rose Goings said that Ron Tarbell did not know anything about it.
- ix. Christine Fuller referred to page 3 and information about where Ludlow works.
- x. Jason Rasmussen said the figures were from the 2000 census. The figures in the current town plan were from 1990.
- xi. Rose Goings referred to page 2 and references to “high crash” locations. She added that Okemo and the state are in discussions concerning a turning lane at the Jackson Gore entrance.
- xii. The board agreed to change that to “high risk.”
- xiii. Jason Rasmussen said that it might be helpful to list areas of safety concerns.
- xiv. Fred Glover suggested that the crosswalk by the post office is dangerous.
- xv. Rose Goings advised that the Post Office may be moving to Okemo Marketplace.
- xvi. Norman Vanasse said that he would like to see a traffic light by the entrance to Shaw’s that would be coordinated with the light at Depot.
- xvii. Rose Goings said that had been discussed in the past, but never got passed. It might be a problem that the two lights would be too close.
- xviii. Jason Rasmussen said that a traffic study was done in 1995 and that was looked at then.
- xix. Rose Goings said that she would speak to the Police Department about other high-risk areas. It would be good information to have when you are looking at prospective new developments.
- xx. Fred Glover suggested another place would be coming south on Route 100N onto Route 103.
- xxi. Board consensus to include risk areas in the town plan.
- xxii. Fred Glover asked if the Level of Service is related to town highway budgets.
- xxiii. Jason Rasmussen said, generally, no.
- xxiv. Fred Glover asked how Ludlow could increase its level.
- xxv. Jason Rasmussen said it would have to be a trustee policy and comes into play at Act 250, the impact that a development would have on traffic.
- xxvi. Fred Glover asked if this board should say that the town should have a policy.
- xxvii. Jason Rasmussen said he would check with Frank Heald.
- xxviii. Rose Goings referred to page 3 and listing the Green Mountain Turnpike as a hiking, recreational trail along with other trails as bullets. There is a trail behind the cemetery that people use, as well as the cemetery. There are also some ancient roads.
- xxix. Board consensus to list trails.
- xxx. Steve Stengel suggested a map, in the appendix, showing trails.
- xxxi. Fred Glover asked Jason Rasmussen about the status of the ancient roads rulings.
- xxxii. Jason Rasmussen said that the deadline for identifying ancient roads is July 1, 2010. If they are not mapped by that date, they will be considered unidentified corridors. If nothing is done with them by 2015, they go away. He added that all Class 4 Roads and trails must be on the town highway maps by 2015.
- xxxiii. Rose Goings said what to do with the ancient roads is tricky and the committee is working on it. Ownership has to be traced back beyond the normal 40 years for a title search. She will check about listing paths in the town plan. She referred to page 5 and trucks.
- xxxiv. Jason Rasmussen said that Route 103 used to be on the state truck network and last year, the legislature eliminated that network. Trucks can now look at other roads to travel on.
- xxxv. Rose Goings referred to page 6 and said that Ron Tarbell would like to work with her and Jason Rasmussen to reword the information regarding development on Class 4 roads. Rose Goings referred to page 7 and said that they may want to add the locations of town bus shelters and add that there may be more in the future.
- xxxvi. Fred Glover said that a municipal parking lot should be a goal.

- xxxvii. Rose Goings referred to page 8, Transportation goals and said they should add more parking and a bike path.
- xxxviii. Christine Fuller said she would like to see transportation from Gill Terrace Apartments to the Senior Center added as a goal.
- xxxix. Fred Glover suggested restating high-risk information in goals and coordination with the state regarding roadwork projects that may enable the town to have a bike path.
  - xl. Jason Rasmussen said that prospective bike path routes could be shown on a map.
  - xli. Alan Couch suggested including a higher level of service as a goal.
  - xl.ii. Mike Doran said that with the traffic in the winter, you would never be able to get a D.
  - xl.iii. Jason Rasmussen said that the town does not have to have a policy for this.
  - xl.iv. Alan Couch said that he thinks one is needed.
  - xl.v. Jason Rasmussen said the level is a statistical measurement of turning at an intersection and looks at delays.
  - xl.vi. Mike Doran said that Okemo does about 5 count per year and gives the information to Jason Rasmussen.
  - xl.vii. Jason Rasmussen said the counts help measure the impact of permits.

6. **Other Business**

- A. Planning Commission Pay
  - i. Rose Goings advised that Planning Commission members were, inadvertently, not paid for the first half of 2009. Checks, for meetings attended, will go out tomorrow. Members are paid \$25.00 per meeting.
- B. Copies of Plymouth Town Plan
  - i. Members received copies.
- C. New State Bridge Funds
  - i. Jason Rasmussen advised that the state has money for new bridge projects and had asked Regional to provide the state with a list of prospective bridges in need of repairs. Three bridges in Ludlow were identified, Walker Street Bridge, Pond/Dorsey Bridge, and Mill Street Bridge. Mill Street Bridge is an historic structure and more costly to repair.
- D. Norman Vanasse reported that Ludlow has completed the purchase of the armory.
- E. Future Meetings
  - i. Rose Goings said that because Jason Rasmussen must travel a longer distance, she is concerned that board members may not come to meetings, especially in the winter with inclement weather. She asked members to notify her as soon as possible, if they are not going to attend a meeting.
  - ii. Next Meeting will be held on Tuesday, February 16, 2010 at 6:00 p.m.
    - a. Board to go through binders.
    - b. Local Economy will be reviewed.

7. **Adjourn**

- A. **MOTION by Christine Fuller and seconded by Norman Vanasse to adjourn the meeting. Motion passed unanimously.**
  - i. Meeting adjourned at 7:23 p.m.

Respectfully submitted,

Lisha Klaiber