

**Planning Commission
Preliminary Minutes
March 21, 2023**

MEMBERS PRESENT:

Terry Carter, Chair, Ted Stryhas, Ryan Silvestri, Andrea Goldman, Judith Pullinen

STAFF PRESENT:

Ian Bard, Recorder

OTHERS PRESENT:

Jean Strong, Eric Alden, Patty Greenwood, Leslie Stuart, Paul Alcorn, Shodie Alcorn, Allison Hopkins (MARC), Martha Harrison (MARC)

- 1. Call to Order**
 - a. Meeting was called to order at 6 p.m.**
- 2. Roll Call**
 - a. All board members were present.**
- 3. Opening statement by chair**
 - a. Terry Carter made an opening statement welcoming everyone to the meeting. She let the citizens know their comments are welcome before and after the work agenda items, VII and VIII, as well as before votes and after discussions during those items. She asked that comments are not repetitious and that after they are made the board may move on. She encouraged all board members to voice their opinions.**
- 4. Consideration of any changes, additions, or removals to the agenda**
- 5. Approval of Minutes**
 - a. February 21, 2023**
 - i. Judith moved to approve the minutes.**
 - ii. Andrew asked that the last word of Item VII, A, 3, J, be changed from select to selective.**
 - iii. Ryan seconded the motion with the amendment.**
 - iv. The minutes were approved.**
- 6. Comments from Citizens (5 minutes)**
- 7. Municipal Planning Grant**
 - a. Review Village Survey**

- i. Terry asked how the board felt about the survey provided by Martha and Allison, discussing the introduction to the survey first.**
 - 1. Ryan asked if the survey participant could be sent to different questions based on their previous answers.**
 - a. Allison said with some time it could be possible.**
 - 2. Ryan suggested they use the following categories, allowing all that apply to be chosen: Ludlow primary homeowner, Ludlow secondary homeowner, Ludlow tenant, Ludlow employee, Ludlow employer, other (fill in blank)**
 - a. Judith Pullinen asked if there should be a separation from village or town.**
 - i. Andy suggested a complimentary question asking if they live in the Town, the Village, or Other.**
 - b. The board agreed on these opening categories.**
- ii. Andy suggested adding the question “Are you seeking housing in Ludlow or have you sought housing in the last 12 months? Yes No.” after the previous categories.**
 - 1. The question was added.**
- iii. The board moved on to the Resident Opinion part of the survey brought in by MARC**
 - 1. Judith suggested the question on new municipal parking lots specifies paid or unpaid.**
 - a. The question “Should the town charge for municipal parking to help defray expenses? Y/N” was added.**
 - 2. Andy suggested adding “remote parking with transportation” to the list of answers under the question “If yes, which types of parking would you support?”**
- iv. The board moved on to the zoning regulation questions of the survey**
 - 1. Judith suggested that all questions under the headline “Do you think the Village of Ludlow should revise its zoning regulations to:” should be answered on a scale of 1-5 instead of yes or no.**

- v. **The board began going through survey questions suggested by Ryan Silvestri**
 - 1. **Ryan Silvestri suggested a question asking if participants were interested in the town encouraging larger apartment buildings**
 - 2. **Andrea suggested specifying that this would be subject to height requirements**
 - a. **The question was decided to be added as “Should Ludlow Increase the number of units to greater than 25 in apartment buildings subject to the height regulations?”**
 - 3. **The board discussed zoning and building in flood zones**
 - a. **Ted Stryhas talked about his experience building near the lake, and stressed that the flood zones should be looked at in the future.**
 - i. **Allison suggested a feasibility study on building be done**
 - b. **The board decided against a question on the subject in the survey.**
 - 4. **The board discussed questions related to improving pedestrian walkways**
 - a. **It was mentioned there are already sections on sidewalks and walkways in the town plan.**
 - b. **After discussion among the board Martha suggested the questions be asked as follows, on a scale of 1-5: “Ludlow sidewalks are in good condition? Ludlow needs additional crosswalks? Do you think the Village should extend pedestrian sidewalks? If you agree that Ludlow needs additional sidewalks, specify the location(s) of additional sidewalks needed (fill in the blank)”**
 - i. **The board agreed on the questions, Martha said she would supply the exact wording later.**
 - 5. **Andrea brought up ideas she found in a presentation given to the town of Manchester.**

- a. Andrea asked the board’s thoughts on a question relating to a tax on vacant land.
 - b. Judith suggested adding the question “Should Ludlow explore incentivizing the construction or renovation of affordable housing?”
 - vi. Judith motioned to extend the meeting by 10 minutes, Andrea seconded, all were in favor.
 - 1. Andrea suggested the questions “Should Ludlow institute a rental registry for all rentals(short and long term)?” and “Would you be amendable to Ludlow charging a modest fee to defray the cost of the registry with a potential surplus as income to the village/town?”
 - a. The questions were added.
 - b. Finalize Village Survey
 - c. Village Trustees Meeting Plan
 - i. Terry noted the village trustees meeting where the survey will be presented is on April 10.
 - 1. Terry asked if the board was allowed to meet outside of a meeting before then to plan.
 - a. Martha said if it wasn’t a warned meeting, it could not be more than two members of the commission. \
 - b. Judith and Terry decided to meet before the trustees meeting to plan a presentation.
 - c. Judith mentioned they could warn a meeting for themselves before the trustees.
 - 2. Jean Strong pointed out that the village trustees meeting is on April 4, NOT April 10.
 - a. Judith and Andrea will both join the trustees meeting remotely, Ted, Ryan, and Terry will be there in person.
 - d. Definition of Employee Housing
 - i. Postponed until next meeting
8. Next Month’s Agenda Planning
 - a. Terry, Allison, and Martha will plan between meetings.
9. Other Business
 - a. Board member comments (5 minutes)

i. Judith stressed that the board needs to get all necessary information before the meeting so it may be read and understood.

b. Citizen Comments (5 minutes)

i. Leslie asked if there will be room at the bottom of the survey for additional comments.

1. Andrea agreed that would be a great idea. The board agreed to add it.

ii. Jean asked the board to notify people when they are going to the village trustee meeting.

10. Adjourn

a. Meeting adjourned at 7:46 p.m.