Draft Minutes

Meeting of the Middlesex Planning Commission
Wednesday, June 18, 2025
6:00 PM
Middlesex Town Clerk's Office
5 Church Street
Middlesex, VT 05602

This meeting was conducted in-person at the Town Clerk's Office and remotely using the town's Zoom account.

Planning Commission Members:
Sandy Levine
Tom Jackman
Dave Magida
Mitch Osiecki
Paula Otenti

Guests:
Kevin Thompson, Zoning Administrator

Call to Order
Chair Sandy Levine called the meeting to order at 6:00 pm.

Roll Call
Planning Commission members present: Sandy Levine, Tom Jackman, Dave Magida, Mitch Osiecki, and Paula Otenti.

All PC members were present at the Town Office.

Zoning Administrator Kevin Thompson participated remotely via Zoom (joined at 6:08).

Minutes
Approval of May 21 minutes.

Motion: Dave moved to approve draft minutes of May 21. Sandy seconded.
Discussion: Tom noted a minor typo ("net" should be "met" at top of page 2).
Vote to approve (with edit): 5-0.

Old Business:

Proposed Zoning Changes
The Select Board held a public hearing on the proposed zoning regulation changes on Tuesday. The hearing was brief. A few residents briefly spoke in support of the proposed changes. At the close of the public hearing, the SB resumed their meeting. All SB members also expressed support for the proposed changes. After some discussion, the SB voted to approve the proposed changes.

Sandy noted that the changes will take effect after 21 days. There are a few miscellaneous administrative tasks to handle – Sandy will coordinate with the CVRPC.

Rumney School Road (update)
Still awaiting word from Chris McVeigh, who has a couple of residents to contact yet. Mitch will get an update ahead of our July meeting.

Middlesex Village Traffic-calming Demonstration Project
Sandy believes the demonstration project is still on schedule for sometime this summer. Will check with VTrans to confirm.

Neighborhood In-fill Housing
Mitch apologized for dropping the ball on this update. Has a survey to gauge community interest in some infill housing topics. Will share ahead of July meeting, when we can discuss possible next steps.

Middlesex Community Festival
Mitch recapped Community Fair event in May. We had pretty good turnout from vendors and exhibitors. The weather was a poor and foot traffic was a lighter than hoped for. The Energy Committee has polled vendors to gauge their satisfaction with the event. They are also discussing what can be done to boost attendance.

Municipal Planning Grant
Grant awarded (to the Road Committee) to explore the feasibility town repairs of privately owned driveway culverts, and to develop a 5-year plan for an ongoing maintenance schedule.

Ethics Training
There is a 45-minute Ethics Training video available that PC members are to view. Sandy will locate and share a link. We are supposed to view the training video by July 1. Here's your reminder!

CVRPC Update
Mitch reported that the CVRPC has produced a draft Future Land Use Map. Representatives will be seeking to meet jointly with our Planning Commission/Select Board this summer or fall. Their schedule anticipates submitting a final map to the Land Use Review Board in December of 2025.

Mitch will contact CVRPC to coordinate schedules.

New Business
The Planning Commission has been asked to submit comments on a proposed modification/extension of a cell tower on East Hil Road (Feral Mountain Road).

PC unlikely to propose any comments.

Other Business
PC members are advised to keep an eye on the VLCT web site for announcements of Training Sessions that might be of interest.

Discussion of possible appointment of an Acting Zoning Administrator to fill in when Kevin is unavailable. We will discuss posting a notice seeking letters of interest at a future meeting.

Other Updates
Mitch discussed a few housing projects in various stages of development:

- A pair of duplexes on a lot on Center Road (in Mixed Use district).
- A potential subdivision on Zdon Road.
- A recent subdivision on Center Road (near Notch Road).

Kevin discussed the rebuilding of the Methodist Church on Church Street, which will include a daycare facility.
Also, another day care facility has been proposed at the "white house" property just west of the Camp Meade campus. The DRB will review soon.

Next Meeting: Wednesday, July 16 at 6:00 pm.
The Planning Commission anticipates no meeting in August.

Adjournment
Tom moved to adjourn; Paula seconded.
Meeting adjourned at 6:51 pm.

Respectfully submitted,
Mitch Osiecki, Secretary