Minutes

Meeting of the Middlesex Planning Commission
Wednesday, November 19, 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 - absent

Guests:
Kevin Thompson, Zoning Administrator

Call to Order
Chair Sandy Levine called the meeting to order at 6:04 pm.

Roll Call
Planning Commission members present: Sandy Levine, Tom Jackman, Dave Magida, and Mitch Osiecki were present. Paula Otenti was absent. Zoning Administrator Kevin Thompson was also present.

All attendees were present at the Town Office.

Agenda
No changes

Minutes
Motion: Dave moved to approve minutes of Sept 17 and October 8. Tom seconded.
Vote to approve: 4-0. Motion carried.

Old Business

Municipal Planning Grant
Application has been submitted. Announcement of which applications are selected to receive funding is typically made around the end of the year.

Budget Discussion
Sandy has put together a "placeholder" budget, which essentially duplicates our budget for the current fiscal year.

Motion: Tom moved to approve the proposed budget. Dave seconded.
Vote to approve: 4-0. Motion carried.

Updates to ongoing projects

Acting ZA
The Select Board has appointed Tom as Acting ZA.

Trail/Pedestrian path at Rumney
No news.

VTrans Demonstration Project in Middlesex Village
No news.

Neighborhood Infill Housing
This had been a project championed by former PC member Elle O'Casey. Will discuss opportunities to expand/continue this effort at a future meeting.

Kevin noted that Middlesex does not qualify for a priority housing district due to lack of water/sewer infrastructure.

2025 MPG Project (Road Committee/5-Year Maintenance Plan)
Project is well advanced. It appears the project should conclude near year end, or shortly thereafter.

Ethics Training
Those who have concluded training were reminded to forward email certifying completion to Liz Scharf.

FIT (Facilities Improvement Team)
Committee looking at options for a new Town Office. Primary focus is the area where the Town Garage is located, near Rumney.

Workplan and Agenda Brainstorming
Dave and Paula have had some initial discussions. Primary focus is to determine best ways to engage the community.

Act 250 Update
Kevin briefly explained that updates to Act 250 feature Tier 1 & and Tier 2 designations (which focus on priority housing areas). As mentioned, Middlesex does not qualify for these designations. The remaining Tier 3 designation is primarily concerned with areas to be protected from development, including:

- Areas above 2500' in elevation.
- Sensitive areas or wildlife corridors between 1500' and 2500' in elevation.
- Areas subject to similar criteria.

We may want to consider formally recognizing these sensitive areas in our next update of the Town Plan.

Project List Updated once again.

Other Business

CVRPC Updates
Mitch reported that current focus of the CVRPC is on updating some internal policies (recording of meetings and length of time such recordings will be made available).

There is also some pending litigation of the CVRPC's recent approval of the updated Montpelier City Master Plan.

CVRPC was provided a presentation on the pending implementation of the recently adopted Flood Safety Act. A focus of the Act is recognition that FEMA's National Flood Insurance Program (NFIP) is largely concerned with *inundation* rather than *erosion*-related damages. However, erosion related damages account for 75% of all flood damages.

Next Meeting: Wednesday, Dec 17 at 6:00 pm.

Adjournment
Mitch moved to adjourn.
Meeting adjourned at 7:00 pm.

Respectfully submitted,
Mitch Osiecki, Secretary