Minutes

Meeting of the Middlesex Planning Commission
Wednesday, December 17, 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
Lauri Scharf, resident (Energy Committee)

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 were present. Resident Lauri Scharf and Zoning Administrator Kevin Thompson were also present.

Kevin Thompson joined via Zoom. All other attendees were present at the Town Office.

Agenda
No changes

Minutes
Motion: Tom Jackman moved to approve minutes of November 19. Paula Otenti seconded.
Vote to approve: 5-0. Motion carried.

New Business

Municipal Climate Planning Framework & Guide Pilot program – applications due at end of December.

The Middlesex Energy Committee has expressed interest in this project, but the Planning Commission or Select Board probably needs to apply.

Discussion over logistics of applying on fairly short notice.

Motion: Mitch moved to authorize Dave Magida, with assistance from Lauri, to review the application criteria and submit an application to participate in the pilot program if they determine that it is feasible for Middlesex to participate. Paula seconded.
Vote to approve: 5-0. Motion carried.

Old Business

Rumney Walking Trails
Still waiting for an update for Chris McVeigh. Mitch to follow up.

Municipal Planning Grant
Application has been submitted.

VTrans Demonstration Project in Middlesex Village
No news.

Neighborhood Infill Housing
No updates.

FIT (Facilities Improvement Team)
A couple of subcommittees have been formed to look at each of Town Hall and Town Garage facilities.

One suggestion is to convert the old fire station (behind current Town Hall) into a new town office. The structure is two stories and is likely large enough to serve town needs. One advantage is that town wouldn't need a temporary site during a transition.

There was a study commissioned around 2011 and the renovation of this building was proposed at that time. The proposal was not acted on.

Paula suggested the town explore the use of this site once again, but favors constructing a new building on that site, rather than a renovation of the existing structure. An advantage of a new building is that the town would have an energy-efficient structure, developed specifically to meet the needs of the town. A new structure would serve the town for a much longer period than would a renovated space.

Workplan and Agenda Brainstorming
Dave suggested we think of ways we can share information about the work of the PC at Town Meeting.

Next Meeting: Wednesday, Jan 21 at 6:00 pm.

Adjournment
Tom moved to adjourn. Dave seconded.
Meeting adjourned at 6:40 pm.

Respectfully submitted,
Mitch Osiecki, Secretary