

Cambridge Planning Commission Meeting Minutes- DRAFT until approved in subsequent PC meetings.

Start: 6:40pm. October 17, 2016 Attendees: Richard W., Jill R., Werner B., Michael M., Lea Kilvadyova from LCPC, April E.

Review Agenda.....Additional Items?

Richard announced Nov 7th is the meeting at the Fire Station regarding the pumpkin harbor road assessment. Richard will notify us of the meeting details via email.

Richard also wants to talk about the Planning and Zoning Forum in November coming up. Community Energy planning & standards, road updates, required agricultural practices. Richard is interested in going. Richard will reach out to Mark Schilling for approval from the select board. If anyone else wants to go please review the forum information and request thru the town clerk, Mark.

April would like to talk about the December meeting; she would like to take us out on a sleigh ride on the weekend! FUN! **April** will reach out to us with potential dates for that activity as our Dec meeting.

Lea is here to go over the MPG application with us. Next Municipal plan due 2018 and will be good for 8 years. There are statutory changes that Lea has reviewed with us before and we need to focus on those changes. Total budget is \$12,000 and the local match is \$1,320 and the grant request is for \$10,680. This is for the Town and the Village of Cambridge. We went thru the application and discuss a few additions and changes; Lea will revise the application and send it to us on email to revise, finalize and submit by 10/31. Once funded in December we will start in Jan 2017.

Michael will reach out to Jeff Planning commission and the Jeff Village trustees to see if they want to be involved in some of the meetings of our planning and updating the town plan.

Review past mtg minutes:

Michael needs to still communicate with the Jeff planning commission to make sure they are CC'd for all the mail that we get that takes place in the village. The meeting minutes were reviewed and approved for September.

Review Mail:

April noticed WWP for Geraldine Bishop at 592 Upper Valley Road as her septic has failed and needs to be replaced. April wants to know if it should be possible for her to connect to the Jeffersonville Sewer system due to the proximity of the property to the municipal sewer system. **April** will contact her and ask.

WWP for craig lane was reviewed and we noticed no cc to the DRB and are concerned that the new driveways and access requirements are met. **Jill** will reach out the Carroll and ask if he gets a copy of the WWP. The planning commission feels the DRB should be getting copies of all WWP received from the state.

A WWP for Jeffersonville village came in and again we need to check to make sure the Jeff Planning commission has received the WWP as well.

Review Updated Admin Officer job description: Carrol Peters has been hired interim as the Town Administrative Officer. The planning commission needs to nominate the officer and interview. We would like to meet with him. We will offer the recently updated job description, upon select board approval, to

the public for equal opportunity. Any interested parties should be able to come to the next meeting and we will invite Carrol Peters as well. **Michael** has inquired as to the pay scale for the position and if the Flood Hazard regulations were part of the AO job description but will need to follow-up with Seth and the select board regarding these last two items and if the job description should reflect those details.

Review Subdivision Regulations: **Michael** will give us the hard copies subdivision regulations on the table that we will review at the next meeting. Michael wants us to give feedback before the end of the week! **All review!**

Meeting ended at 8:15 pm.