

Townshend Planning Commission
Draft Minutes
January 14, 2026

Present: Doug Ballantine, Liza Martin, Rick Matschke and Andrew Snelling

1. **Call to Order:** The Chair called the meeting to order at 5:37 p.m.
2. **Additions and Deletions:** none
3. **Members of the Public:** none
4. **Approval of Minutes:** Ballantine moved and Matschke seconded a motion to approve the minutes for the regular meeting of November 12, 2025 as submitted. The motion passed.
5. **Correspondence:** none
6. **Old Business:**

Town Hall: Matschke advised that the electrical work for the door operators is complete and that the door operators are scheduled for installation on February 11th and 12th.

Flood Ordinance Snelling announced the availability of a webinar to better understand the new FEMA flood maps before having to draft a new flood ordinance for Townshend.
7. **New Business:**

Act 181 -Tier 3 Snelling offered a summary of Act 181 and specifically on the Tier 3 zones. He pointed out that Townshend has a large amount of acreage proposed for Tier 3 status.

UVM Engineering Student Snelling made the Commission aware of the possibility of a project through WRC to evaluate the Townshend Village area for sidewalks, crosswalks and parking. He emphasized that the decision on proceeding with the project lies with the Selectboard.

Meeting Schedule: Regular Meeting: January 28, 2026 @ 5:30 p.m.
Regular Meeting: February 11, 2026 @ 5:30 p.m.

Adjournment: The Chair, seeing no further business to come before the Commission, adjourned the meeting at 6:35 p.m.

Respectfully submitted,
Andrew Snelling