

Townshend Planning Commission
Minutes
March 11, 2026

Present:

Rick Matschke, Liza Martin and Andrew Snelling
Member of the public: John Evans

1. **Call to Order:** The Vice-Chair, Matschke, called the meeting to order at 5:46 p.m.
2. **Additions and Deletions:** none
3. **Members of the Public:** John Evans said that he was not interested in making a public comment.
4. **Approval of Minutes:** Matschke moved and Martin seconded a motion to approve the minutes for the regular meeting of February 25, 2026 as submitted. The motion passed.
5. **Correspondence:** none
6. **Old Business:** Town Hall: Matschke reported that he had located a possible local vendor for the front railings. The initial price is higher than anticipated but the rough estimate includes installation and painting which may not be needed. He went on to say that he was exploring three other possible sources for the railings.

Evans inquired if the ramp could be made of wood. Snelling noted that the architect had presented both wood and concrete as possible materials for the ramp. The initial decision had been to use concrete. However, that lack of interest from local concrete companies and the lower cost had caused a reconsideration of wood. Matschke discussed some of the pros and cons between concrete and wood as well as how to deal with the compound angle between the platform and the ramp. He emphasized the need to get the railings built first so that they could be attached to the platform and ramp when it was completed.

Matschke stated that the door operators had come in under budget. The electrician came in under the estimate and the reconfiguration of the power transfer and locking mechanism allowed some parts to be returned for credit.

Snelling notified the Commission that Senator Sander's office was soliciting applications for "Congressionally Directed Spending." There is an informational webinar next week on March 17th and the final applications are due by April 3rd. He stated that there isn't much time, but this might be a possible source for major funding for the Town Hall and Opera House. He opined that it would be a very competitive process and would require an extensive application to be successful.

7. New Business:

Town Plan Goals: Snelling distributed copies of the Town Plan section on implementation with the goals assigned to the Planning Commission highlighted. He suggested that commissioners review the goals periodically and determine priority projects to pursue.

New Members: Snelling pointed out that the Commission was down one member and that his term was expiring and that he didn't plan on seeking reappointment for another term, which will result in there being two openings. He inquired about possible candidates to propose to the Selectboard. Snelling advised that the next meeting should be a reorganization meeting to elect new officers and establish the rules of procedure for the upcoming year.

Meeting Schedule:

Regular Meeting: March 25, 2026 @ 5:30 p.m.

Regular Meeting: April 8, 2026 @ 5:30 p.m.

Adjournment:

The Vice-Chair, seeing no further business to come before the Commission, adjourned the meeting at 6:52 p.m.

Respectfully submitted,

Andrew Snelling