**Planning Commission**

**Town of Weston**

**PO Box 98**

**Weston, VT 05161-0098**

**Minutes of Meeting, August 7, 2023**

Present: James Young, Annie Fuji’i, and Geof Brown; guest on Zoom, Matthew Bachler of the Windham Regional Commission

Not present: Kim Price

The following items are on the agenda:

1. **Additions/Changes to the Agenda**

**2. Approve Minutes**

**3. Town Plan Updating / Community Survey Questions**

**4. New / Old Business**

**5. Adjourn**

James Young declares a PC quorum and calls the meeting to order at 6:08pm

1. **Additions/Changes to the Agenda**.

 None.

2. **Approve minutes**.

With the secretary not present, we passed on discussing or approving any minutes.

3. **Town Plan Updating/Community Survey Questions**

a. Collectively, the committee reviewed timing and content of survey with Matt. We agreed the survey will go out by end of next week and run through September which gives us time to view prior to our October meeting. Matt to update the questions to include a flood question at the end, add to question 13 “home management services” as a listed item and add comment about energy under question 14.

b. We tentatively discussed two initial public meetings – both in October – one on October 19th and one on October 25th – each meeting would be at different times to promote attendance. Lexi to check in to see if we can use Walker Farm for the meeting.

c. We also discussed messaging to include in the opening “letter” from the PC to the town on why to complete the survey. Geof read a bulleted list of items that he plans to include in the opening letter. All agreed to the content and Geof agreed to send out a version for review before the end of the week. That letter, once complete, will be the introduction in the survey on SurveyMonkey. The letter will also go out via the mail in the next couple of weeks to all homeowners. Also, we discussed the letter being it posted on the town site with link to the survey as well as via other social media forums.

4. **New and Old Business**.

 None.

5. **Adjourn**.

James Young motions to adjourn the meeting at 7:01 pm. Geof Brown seconded the motion. Motion passes unanimously.

Approved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ James Young, Chair

Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Submitted: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Geof Brown, Member

Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_