

## **Bridport Planning Commission Meeting Minutes**

**Date:** April 23, 2024

**Location:** Bridport Town Office

**Attendance:**

**Members:** Renée Brodeur, Sharron Macklin, Ed Payne, Drexel Wheeler

**General Public:** none

**Call to Order:** Renée called the meeting to order at 6:35 p.m.

**Purpose:** This meeting was scheduled to specifically address the required update of our Town Plan. No other BPC business was discussed. A quorum of the BPC was present.

**Discussion:**

1. ACRPC update:
  - a. In a 4/18 phone call with Renee, Katie Raycroft-Meyer (ACRPC) committed that ACRPC will work on the housing and population sections of the plan. She previously stated that ACRPC will also provide updated maps, and the Forest and Flooding blocks for this “interim” town plan.
  - b. ACRPC will help with the Report (cover letter) required when distributing a draft town plan for the first public hearing. It will explain our 2 phased approach.
  - c. Katie sent Renee a PDF of the current Town Plan and converted it to an editable MS Word document. No obvious issues were evident.
  - d. Katie will guide us through the process of updating the Town Plan, including the first hearing and through adoption by the Select Board.
  - e. ACRPC will not invoice Bridport for their work on this phase of the update. They only invoice for work which has a negotiated contract. Our annual fees to ACRPC will cover this work.
  - f. Many questions resulted from this discussion. Renee will email Katie for answers.
2. Town Plan in 2 phases: At this time, we are planning to minimally update the current Town Plan – named “interim” - to meet the expiration date (Jan 2025) and allow more time for a more comprehensive and thorough update of the Town Plan using the outcomes (community input) of the VCRD Community Visit program as guidance. We plan to apply for a Municipal Planning Grant to help fund this update.
3. Schedule: In order to meet our deadline for the first public hearing of the “interim” Town Plan on Aug 13, we decided that all updates need to be completed by the end of June. A schedule was proposed and will be communicated to all BPC members.
4. Edits and comments: all members will review the current Town Plan and provide suggested changes to Renee by May 22. They will be incorporated into a draft “interim” TP to be reviewed on May 29. Renee will try to get an editable version to members.

**Adjourn:** The BPC Meeting adjourned at 7:50 p.m.

Respectfully submitted:  
Renée Brodeur, Secretary

DRAFT