

MONKTON PLANNING COMMISSION MINUTES

July 1st, 2025

Approved: July 15th, 2025

Members Present: Marilyn Cargill (co-chair), Wendy Sue Harper (co-chair), Adam Miller, Debra Sprague, Ivor Hughes, Sam Burr

Visitors: Stephen Pilcher (Monkton Development Review Board)

The meeting was called to order by Wendy Sue Harper at 7:07 pm.

There were two pieces of mail, survey postcards that returned to sender for undeliverable addresses.

Sam Burr moved to review the minutes, seconded by Ivor Hughes. Two amendments were noted regarding the correct purpose of Adam Lougee's upcoming visit and clarifying Ivor Hughes' purpose in attending the previous Selectboard meeting. Sam Burr moved to accept the minutes as amended, seconded by Ivor Hughes. The amended notes were approved 4-0 with Debra Sprague abstaining.

Adam Lougee did not join the Commission as planned. He will be joining us again at a future date as yet to be determined to discuss our changes to the Unified Planning Document (UPD).

There was discussion around early input from multiple sources about the town survey:

- The mailing list compiled from taxpayers and voters will be updated, and the town notified of apparent voter roll conflicts, based on returned postcards and direct feedback from recipients
- The board received feedback around website functionality from multiple respondents and discussed potential ways to address them.
- The Town Clerk had not received a hard copy of the survey. This was provided to them at the conclusion of the meeting and is now available to all residents by request.

Ivor Hughes went over his work on the Bicycle / Pedestrian Study, including the road fog- & center-line painting schedules as well as potential physical & infrastructural concerns along the route.

The Commission discussed details around the table they'll have at Monkton Days in August.

Comment was received from Stephen Pilcher regarding helpful changes to the meeting agenda. Stephen plans on joining again after the 7/14 Development Review Board (DRB) meeting

There are formatting changes that need to be performed on Monkton's Town Plan. The Commission will be reaching out to the Addison County Regional Planning Commission (ACRPC) for guidance.

Adam Miller moved to adjourn, seconded by Debra Sprague. Approved unanimously & adjourned at 8:37 pm.

These minutes submitted by Adam Miller