

The Town of St. Albans  
PLANNING COMMISSION MINUTES  
Meeting at Town Hall  
December 12<sup>th</sup>, 2023 at 6:30 p.m.

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Minutes

**Present:** Sarah Hadd, Al Voegele, Hannah Rounds, Amanda Headley, J. Nakuma Palczewski

**Staff Present:** Director of Community Development, Megan Sherlund

**Public Present:** None

**CALL TO ORDER**

Chair, Sarah Hadd called the meeting to order at 6:36 p.m.

**CHANGES TO THE AGENDA**

No changes.

**DISCUSSION: SCHEDULE FOR 2024 PROJECTS**

M. Sherlund began with a brief overview of the current Capital Improvement Plan and proposed 2024 meeting dates. The Plan is a 5-year forecast on how the Town proposes to spend capital money and manage capital projects, such as equipment, buildings, vehicles, and other tangible items. The impact fee from new residential units and the Stonehouse revitalization fund will also be reviewed. S. Hadd confirmed that it is a 5-year plan that has the option to update annually and will begin July 2024 after the budgets have been determined.

S. Hadd asked for an update on the projects between now and July 2024. M. Sherlund said the Commission will be reviewing DRB sections of the Bylaws, including the new Bay Overlay District. Chittenden County Regional Planning is currently working on the list of consultants for the TOD grant and the old garage site re-use proposed plans are currently with the engineer. The proposed Health Path project is in the final reporting stage now and the Route 7 North Shared Use Path study will begin after the New Year.

The Commission began a discussion of the 2024 Eclipse with M. Sherlund providing an overview of the events and impacts on the Town.

There were no further questions.

**CORRESPONDENCE**

None.

**PUBLIC COMMENT**

None.

**OTHER BUSINESS**

None.

**CREATE AGENDA FOR NEXT MEETING: January 9<sup>th</sup>, 2024 at 6:30 p.m.**

**ACCEPTANCE OF MINUTES**

**MOTION: A. Headley made a motion to accept the October 24<sup>th</sup> and November 28<sup>th</sup> meeting minutes. H. Rounds seconded. All in favor, none opposed, motion carried.**

**ADJOURNMENT**

**MOTION: A. Voegele made a motion to adjourn the meeting at 7:19 p.m. A. Headley seconded. All in favor, none opposed, motion carried.**

Respectfully submitted,  
Kimberly Kissinger, Administrative Assistant