

**Montpelier Planning Commission Meeting  
May 14, 2018**

Subject to review and approval

**Present:** Leslie Welts, Kim Cheney, Stephanie Smith, Kirby Keeton, John Adams, Michael Miller.

**Call to order by the Chair:** The meeting was called to order by the Chair, Leslie Welts.

**Approval of the agenda:** The agenda was deemed approved.

**Comments from the Chair:** Any potential comments will be addressed further along the agenda. Later in the meeting, it will be decided if the next meeting (not meeting on Memorial Day) is needed.

**General business (comments from the public about something not on the agenda):** No one from the public was present.

**Update on the City Council presentation (Mike and Leslie):** Mike had presented a PowerPoint presentation on what the Planning Department and the Planning Commission do. The City Council is doing a strategic planning meeting, so Mike didn't detail a long list of "wants".

**City Plan update discussion. Meeting with Seth Wood (the city's Information System and Technology Manager) to discuss digital/web based plan options as well as what other technology the city has to help with public input or strategic planning. Update on plans for kickoff meeting with "all committees":** Leslie was thinking about having two meetings with all the committees – one to have each one give a 5 minute introduction and present goals, then another meeting after they've had time to meet with their committee to see if any can dovetail any goals.

After discussion, it was decided that Leslie's letter to all the committees would ask that the first meeting to have a representative to give a presentation of areas that they would like to see maintained, evolved, or transformed and that would be limited to 3-5 items. The letter will also provide an overview on how to use that language. Leslie will send the letter to Mike for editing. That will be followed up with the Commission writing summaries of each, then a short survey will be linked to the city's website and also on Front Porch Forum. A call to a reporter will also be made.

There wasn't really a clear plan created for the second meeting. Kirby volunteered to call venues. July 23 or 30.

File sharing will be done verbally at the meeting, since the letter will have enough other information in it. Seth will create a folder on the city's Google Drive that John will have permission to edit. Stephanie will work on the language for a survey.

**Consider minutes from April 23, 2018:** Kim made a motion to approve the minutes as printed, John seconded. Kirby had a comment on the line about him talking to Eric. "Eric is interested in working with the Planning Commission going forward" is the suggested change by Kirby and a motion to amend. Kirby's motion was approved. The motion to approve the amended was approved.

**Adjournment:** Stephanie made a motion to adjourn, John seconded.

Respectfully submitted,

Tami Furry  
Recording Secretary