

SHEFFIELD PLANNING COMMISSION

Town Hall, Sheffield Vermont 05866

MEETING MINUTES

DATE/TIME: 17 February 2026, 1800 hours

ATTENDEES: Carolyn Crankshaw, Al Robertson, Bobbie Bristol, Biff Mahoney,

Carolyn called the meeting to order at 1800hrs.

1. From the agenda:

a. Minutes of 2026-4-15: Motion (Al/Carolyn)) to approve passed

b. Town Hall:

- i. Carolyn briefed that Erika is working to improve town hall parking by removing the town shed in back of the building.
- ii. Also, looking at the possibility of a ramp/bulkhead access to the basement off the building side to accommodate some pantry storage down below, and improve handicap access to the basement. More to follow...
- iii. Grants: Everyone should be on the lookout for grants which might help pay for the above work. There are grants out there but they be aimed more towards communities with less resources that we have.

c. Community Activities:

- i. Greenup Day: Carolyn briefed the results of the annual clean-up day. Nine folks showed up and were treated to coffee and donuts. For about \$50 we should do this again next year!
- ii. Chicken Supper Return: Carolyn briefed that Erika is also working to see if the suppers can be resurrected. There is a lot of work involved and a lot of volunteers are needed. It looks like everyone on the planning commission is willing to volunteer and it would be good positive way to increase community dialogue- we need to know a potential date for volunteer availability and scheduling.

d. Other Business:

- i. Free Farmers Market (from the last set of minutes): Patrick is briefing the Selectboard on this great idea- more to follow
- ii. Bottled Water/ Ice Development: The state permits the owner had, have expired, meaning the permits will have to be re-applied for. Everyone should keep an eye out for advertisements outlining the public comment period and any associated meetings.

- iii. Sidewalk Scoping Project: Al to be briefed tomorrow by the engineering firm as to their progress, results and recommendations so far in anticipation for the next public meeting.
- iv. Property Management Ordinance: No one knows the status or whether the selectboard has ever sent the offending properties any correspondence. Also, questions about who has to be allowed in any discussions with potential lawyers- can this be a non-public work session? More to follow...
- v. Ethics: Discussion on how bad the state system is, and who has and hasn't completed the "training". It is required and Carolyn will send out the link again.

e. Updates:

f. Meetings schedule for 2026: (Every other month, third Wednesday, 6 PM, Town Hall) 19 August, 21 October, 16 December. Also there will be other meetings on on-going projects like the sidewalk.

2. Meeting adjourned at 1850 hours.

Respectfully submitted,

Al Robertson