

# Lunenburg Planning Committee

## Meeting Minutes: April 23, 2026

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### **Planning Committee Members in Attendance:**

Tina Breault, Gary Briggs, Liz Benoit

### **Guest:**

Kate Baxter, RTT

**Community Members:** 1 attended via zoom

### **Items to add to the agenda**

None

### **Approve the minutes of last meeting**

Motion to approve the minutes of March 26 made by Liz. Seconded by Tina. No discussion. All in favor.

### **Kate Baxter (RTT) - Discuss Comprehensive Outdoor Recreation Plan**

Planning Committee met with Kate Baxter (RTT) and provided feedback on the draft of the Comprehensive Outdoor Recreation Plan that she is developing. She has already met with the Historical Society, TOC, and the Polar Bears. The work Kate is doing is very impressive and the town will benefit in many ways from this plan; grant funding eligibility being just one of them.

Kate will make modifications based on all the feedback. Once the plan is ready, Kate will present it to Select Board and community for additional feedback.

### **Review Local Hazard Mitigation Plan (LHMP)**

Reviewed the actions that the PC owns: Action #4 and Action #6. Updates from the review are including in Supporting Documents with the Meeting Minutes.

In the process of reviewing the detailed Actions and Tasks as outlined in Section 5.4.3 of the LHMP and comparing them against the Implementation Matrix in Section 5.5.5, we've discovered many discrepancies. PC will create a separate document to start tracking discrepancies.

### **Housing**

Multiple Topics:

- VCDA Conference: Gary and Tina attended VCDA Conference (Vermont Community Development Association) on April 15 in Montpelier. Made some contacts but overall felt this conference was less beneficial than others they have been to.
- Vacant Properties List
  - Cindy’s vacant property list has been updated with span id, parcel id, and whether it has been verified against the grand list. It’s about halfway updated with all the information.
- Volunteer Vacant Property Registration Program
  - PC was provided a draft of a “Volunteer Vacant Property Registration Program” for members to review. We believe this is a far better approach for our community than an ordinance. This would be a voluntary program that would engage and educate the community of the problems with vacant properties and encourage active maintenance and reuse of vacant structures.
  - A quick review was done during the meeting and a recommendation was made to add “Unexpected Extended Absence with Extenuating Circumstances” – to be defined in the next draft version.
- Discussion on conversation with Jeff Dube, Community Planning and Project Manager (DHCD) regarding the home plans in the 802 Homes Catalog
  - Tina had discussion with Jeff Dube regarding the catalog and that it appears to be missing the true senior housing need which is a single floor house with 1 bedroom/1 bathroom; or a stacked duplex, each floor containing 1 bedroom/1 bathroom. Jeff said the 802 Homes Catalog is still being finalized and some of the plans will have alternate designs, like the “Narrow Lot Four Plex” will have an option that is just basically half the floor plan; so that instead of four units, it will be two units; one on the first floor and one on the second floor. Each unit will have open kitchen/dining/living area with 1 bedroom and bathroom. This is the exact design that we feel is needed.
  - By End of December, they hope to be ready to go with full construction documents on the 10 model home designs. Each design will be able to be built two ways: stick built and modular construction. They are working with a couple different modular construction builders to make sure their plans can be built by them, but they are trying to support the market at large. And they may be looking at some type of bulk purchase of homes that would make it easier for rural towns like ours who will only be building one or two and therefore not be able to get any discounts.
- Vermont Homes for All Initiative: All the resources and information can be found here including the 802 Homes Catalog  
<https://accd.vermont.gov/current-initiatives/homesforall>

### **Update on Better Connections Program**

BC Steering Committee had kick-off meeting with two consultants from Dubois & King on Wednesday, April 22. The meeting consisted of a tour of the village; zoom meeting with two of the other consultants; and a final tour consisting of Fox Field and Gilman Schoolhouse.

A lot of good feedback was provided to D&K. They will develop the Public Participation Plan for seeking community input (beginning of May) and working with Steering Committee on the first public outreach project (beginning of June).

### **Next Meeting**

Meetings will now be the 4<sup>th</sup> Thursday of every month – Next meeting is May 28

- Gary will update the town calendar
- Liz will update the CESER calendar and future newsletters

### **Community Comments**

Chris Lingley requested copies of the handouts – to be emailed to her.

### **Meeting Adjourned**

Motion to adjourn made by Liz; seconded by Tina. All in favor. Meeting adjourned at 8:14pm.