Westfield Planning Commission

Agenda

Tuesday, June 9, 2026, 4:00pm

Westfield Community Center, 59 North Hill Rd., Westfield, VT

1. Call Meeting to Order

2. Additions/Changes to the Agenda

3. Approve 052626 minutes

4. Town Plan Survey –
   - results of testing survey
   - homework from 05/26 meeting

5. Identify sections of Town Plan that need updating
   - discussion of section reviews assigned 05/26:
     Ellen: At least annotate water resources
     Pat: Facilities
     Loren: Education and Economy
     Brian: Wildlife
     Kitty: Transportation.

6. Outreach for TP survey – updates/next steps/timeline
   - Announcement in tax bill
   - Help with E-fill at library
   - Paper copies at recycling, TC office, Library
   - Other

7. Other Business

8. Next Meeting

9. Adjourn

Westfield Planning Commission
Meeting Minutes
June 9, 2026 4:00pm
Westfield Community Center, 59 North Hill Rd., Westfield, VT

Attendance: Brian Dunn, Kitty Edwards, Ellen Fox, Loren Petzoldt, Pat Sagui

1. Call Meeting to Order
Pat called the meeting to order at 4:05 pm

2. Additions/Changes to the Agenda
None

3. Approve June 9, 2026 Minutes
Loren made a motion to approve May 26, 2026 minutes. Kitty seconded.

Pat mentioned that we are set to have a hearing on June 23. Pat and Ellen will attend the Selectboard meeting on June 15 at 5 pm. Niki will be our clerk for the hearing.
May 26, 2026 minutes approved.

4. Town Plan survey-
-results of testing survey
-homework from 5/26 meeting

Pat will check with the librarian to see if she can support people to fill out the survey there. Ellen can print a paper copy and give it to Niki for Brian to pick up on Monday. Other PC members will do the survey and look for other questions or changes.
Ellen will update the structure of the notice to insert in tax bill and share it again for other members to give feedback.

The final version of the survey and notice will be decided at the next regular PC meeting, July 7.

5. Identify sections of the Town Plan that need updating
-discussion of section reviews assigned 05/26:
Pat brought up that we can minimize the historic recounting, correct some of the references to settlement of the town and make the plan forward looking.
For example, replace "first" or "early" to "European" settlers. Another example, in the water resources section, "Due to prior uses, we are now faced with flooding, etc, " and other changes maybe beyond our control. The plan can focus on how we might approach solutions that we can implement to improve the health of our surface waters.

Each reviewer discussed the changes they propose for their section, discussion followed, and then each reviewer will send a summary of those changes to Pat. Pat will curate the new Town Plan document.

Ellen discussed water resources
Pat discussed facilities.
Loren discussed education and economy.

Brian discussed wildlife
Kitty discussed the transportation section.

There was discussion of the overall structure of the plan, and a desire to eliminate much of the historical detail, charts, and convert them to bulleted lists and summaries with boxed highlighted information. A list of accomplishments since the most recent Town Plan can be included in each section and also as a summary list at the end of the document. Planning commission members will send summary of the discussion and comments for their section(s) to Pat.

For the next meeting, the remaining sections of the Town Plan will be reviewed by the assigned Planning Commission member and discussed.

6. Outreach for TP survey
-announcement in the tax bill
-Help with e-fill at the library
-Paper copies at recycling, TC office, Library

Pat has reviewed with Niki, and she is on board to support these tasks to get the survey out to the public. Niki will mail the tax bills on July 23 and so we need finalized information before then.
Kitty will talk with Denny about doing survey at senior meals.
Pat will discuss further with librarian to support folks completing the survey at the library.

7. Other business
None

8. Next Meeting
Tuesday June 23, 2026 Hearing
Tuesday July 7, 2026 at 4 pm is the next regular meeting of the Planning Commission

9. Adjourn
Loren made a motion to adjourn. Ellen seconded. Motion carried. Adjourned at 7:50 pm.

Minutes respectfully submitted by Ellen Fox