Westfield Planning Commission

Agenda

Wednesday, September 23, 2026, 3:30pm

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

<<<Google Docs Sharing training for Board Members - 3pm>>>

1. Call Meeting to Order

2. Additions/Changes to the Agenda

3. Approve:
   - 090826 minutes

4. Public Comment

5. Town Plan Survey –
   - current tally of returned surveys
   - Senior Meals Site surveys
   - outreach for additional surveys
   - preliminary results/trends
   - Extension to October 1 for submissions
   - other Survey business/response updates

6. Identify sections of Town Plan that need updating
   - timeline to get section notes to Pat to draft updated Town Plan
   - review/amend proposed draft timeline from 090826 meeting
   - Use of tables: discussion; start to develop list of tables to include

   -Homework:
   - Loren: check with NVDA draft Regional Plan re tables and charts that would be useful in the Town Plan
   - Ellen – Can we edit tables/charts in Google Docs
   – Property transfer tax records – use to present transfer data

7. Other Business

8. Next Meeting

9. Adjourn

Westfield Planning Commission
Meeting Minutes
Wednesday, September 23, 2026, 3:30pm
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 3:38 pm

2. **Additions/Changes to the Agenda**

None

3. **Approve:**

- Sept 8, 2026 minutes

Brian made a motion to approve the minutes. Kitty seconded. Motion passed.

4. **Public Comment**

None

5. **Town Plan Survey -**

- **current tally of returned surveys**

We are at 42 respondents and we need 53. Kitty will take the copies she has to ask people at Senior meals to do the survey. If she has surveys left after senior meals, then she will take copies to the hardware store, Westfield general and Berry Creek Farm. Many people have picked up surveys from the Town Clerk's office as they pay tax bills. Loren will promote at recycling again. Loren suggested that an individual from town post a suggestion to do the survey on Front Porch Forum. Kitty will mention this to Sue Scott about posting the survey link on Front Porch Forum.

- **Senior Meals Site surveys**

Kitty will do this.

- **outreach for additional surveys**

We anticipate receiving at least 11 more between today and October 1.

- **preliminary results/trends**
- **Extension to October 1 for submissions**
- **other Survey business/response updates**

6. **Identify sections of Town Plan that need updating**

- **timeline to get section notes to Pat to draft updated Town Plan**

Our current timeline is very flexible since the Town does not have any anticipated grant

proposals that require

- **review/amend proposed draft timeline from Sept 8, 2026 meeting**
- **Use of tables: discussion; start to develop list of tables to include**
- **Homework:**
  - **Loren: check with NVDA draft Regional Plan re tables and charts that would be useful in the Town Plan**

Loren has sections from the regional plan on housing, economic development, and land use. The regional data has multiple counties. We could use our county data for Orleans County. It calls out aging population and mismatch housing supply and demand with 1-2 person households living in 3-4 bedroom homes. Affordability might be a useful section. We could have median house sale prices and compare that with median income and what someone would need to earn to afford a house. We will make references to the regional plan.

- **Ellen - Can we edit tables/charts in Google Docs**

Tables are mostly editable. Other graphs, we would need to create the table of data and then add current info to recreate an update pie chart or bar graph.

- **Property transfer tax records -**

We could use this for median sales price in Westfield and compare with county data.

7. Other Business

None

8. Next Meeting

Tuesday, October 6 at 4:00 pm.

9. Adjourn

Brian made a motion to adjourn. Kitty seconded. Motion passed and the meeting adjourned at 4:25 pm