

## Duxbury Planning Commission

### Meeting Minutes

January 9, 2014

Members present: Erica Campbell, Trevor Cole, Garrett MacCurtain, Brian T. Fitzgerald

The meeting was called to order at 6:46 p.m. by Brian Fitzgerald

**Minutes:** On motion by Erica/Garrett, the minutes of the December 12, 2013 meeting were approved as written.

**Town Plan:** The group discussed the procedural steps that lead to adoption of the plan by the selectboard. The goal is to complete work on the draft and place it on public notice (with copies to adjoining towns, the RPC and state) by February 11. The March 13 planning commission meeting would serve as the required public hearing. The steps we take from that point forward will, to some extent, be determined by the feedback we receive. Brian will start drafting a report to accompany the draft that summarizes significant changes from the current town plan.

**Other Business:** Brian reported that he requested that the selectboard include a \$2,500 line item in the 2014 town budget that the planning commission to use as match for any planning or mapping grants that we may seek this year. That amount is in the budget that will be discussed at town meeting.

Brian is drafting a planning commission report for the 2013 town report. He will circulate a draft in the next few days for review and comment. There was also discussion of when the terms of the planning commission members will expire.

**Next Meeting:** January 23, 2014 at 5:00 p.m. in the town garage meeting room. This will be a special meeting to work on the town plan.

The meeting adjourned at 7:30 p.m.

Minutes by B.T. Fitzgerald

## Duxbury Planning Commission

### Meeting Minutes January 23, 2014

Members present: Trevor Cole, Garrett MacCurtain, Brian T. Fitzgerald

The meeting was called to order at 5:15 p.m. by Brian Fitzgerald

**Minutes:** On motion by Trevor/Garett, the minutes of the January 9, 2014 meeting were approved as written.

**Town Plan:** The group reviewed the plan chapter-by-chapter to identify and fill gaps and make other changes. Brian will rework the draft based in the discussion and additional information to be supplied by Trevor and distribute the next draft to all commission members for discussion at the next meeting.

**Other Business:** No other business was discussed.

**Next Meeting:** February 13, 2014 at 6:30 p.m. in the town garage meeting room.

The meeting adjourned at 7:30 p.m.

Minutes by B.T. Fitzgerald