



Village of Manchester, Vermont

Minutes of a Regular Meeting of the Planning Commission Held on the 11th day of December, 2019

Members Present: Chair Donald Brodie, Consie West, Audrey Kolloff, Anthony MacLaurin, Lu French, Nina Mooney

Member(s) Absent: Renee Waller, Marian Haines

Others Present: Catherine Bryars, BCRC, Jim Hand, Brian Knight, Eric Scott, Administrative Officer and PC Clerk

Chair Brodie called the meeting to order at 10:00 A.M.

Minutes:

On a motion by Kolloff seconded by MacLaurin, the Planning Commission voted to approve the draft minutes of the meeting of October 30, 2019. Motion passed unanimously. MacLaurin abstained as he was absent from the meeting.

Business:

Approve draft name, letterhead, letter(s), poster(s), press release(s) and other matters the Energy subcommittee need Planning Commission approval.

Catherine Bryars, BCRC when through the draft Energy Chapter with the Commissioners and others. Scott asked how the Plan would be implemented and Bryars stated that the approved Energy Plan would be an amendment to the Village's current *Plan of Development*.

There was limited discussion regarding the documents draft by the sub-group. Most of the changes were agreed upon at the December 05 Work Session. On a motion by Kolloff seconded by MacLaurin, the Planning Commission voted to approve the text of several documents, acknowledging that these documents may not be final.

The attached documents are;

- Press release,
- Notice to businesses and institutions of an upcoming survey,
- Letter to businesses and institutions with a link to an online digital survey and
- Poster.

Motion passed unanimously.

There being no further business to come before the Commission, the meeting was adjourned at 10:55 A.M.



Village of Manchester, Vermont

Press Contact:

FOR IMMEDIATE RELEASE {Date}

Villagevision90x50@gmail.com

Village of Manchester Planning Commission announces its new Energy Planning Initiative, Village Vision 9050

In response to The State of Vermont's Comprehensive Energy Plan, the Village of Manchester Planning Commission has formed an energy planning committee called Village Vision 9050. The committee, in partnership with the Bennington County Regional Commission (BCRC), is tasked with crafting and implementing an Act 174 energy plan, as endorsed by the State of Vermont, that will result in obtaining 90% of municipal, business and residential energy from renewable resources by 2050, while reducing energy usage, lowering utility costs and preserving our natural resources, scenic views and the Village's historic beauty for future generations to enjoy.

Priority initiatives will include identifying preferred sites for community renewable energy installations and collecting energy usage data from Village businesses and institutions. This information will be used to update the energy session of our Village Plan of Development and develop our Act 174 Energy Planning policy. The subcommittee also plans to work with Efficiency Vermont and the BCRC to provide information, education and planning/zoning guidance about state-of-the-art energy efficiency practices, renewable energy and State energy incentives.

To this end, the committee's first task which will commence within the next few days, is to survey Village businesses and institutions in order to establish baseline energy consumption data. Businesses should expect a subcommittee member to contact with them next few days to begin the process.

The Village Vision 9050 committee is co-chaired by Planning Commissioners Lu French and Audrey Kolloff. Other members include Planning Commissioners Donald Brodie, Anthony MacClaurin, Consie West and Renee Waller, community members include Jim Hand, Oliver Levis, Richard Heilemann, BBA faculty member Jillian Joyce and BBA student Evelyn Seidner. The committee hopes all will join them in this vital community effort!

For more information, Villagevision90x50@gmail.com

{LETTERHEAD}

{Date}

Dear {Business Owner},

The State of Vermont's Comprehensive Energy Plan has set a goal of obtaining 90% of energy from renewable resources by 2050. Act 174 is the pathway provided by the State of Vermont so that each municipality can craft an energy plan in order to reach this goal.

To that end, The Planning Commission has formed the Village Vision 9050 subcommittee to develop an energy plan for the Village of Manchester.

The first step is to collect energy consumption data so we can then find solutions and formulate a plan that is practical and meets our collective needs of reducing energy use, lowering costs and encouraging the use of renewable energy.

Within the next few days, a Village Vision 9050 committee member will be contacting Village of Manchester businesses and institutions with a request to participate in an energy usage survey. We hope you will join us in this effort.

Sincerely,

Donald Brodie, Chair
Village of Manchester Planning Commission

{LETTERHEAD}

{DATE}

Dear {Business Owner},

The Village of Manchester's Planning Commission is work toward reaching the Vermont State goal of obtaining 90% of energy from renewable sources by 2050. To this end, we have formed an energy planning committee called Village Vision 9050 tasked with partnering with Bennington County Regional Commission (BCRC) to develop an Act 174 enhanced energy plan for the Village of Manchester, as endorsed by the State of Vermont.

You will have received advance notice of our first step in this process. We would like to ask that you participate in a survey about energy usage and outlook on renewable energy to establish baseline energy consumption and identify opportunities to reduce energy use and costs. We'll follow up with a residential survey to determine energy usage in homes.

Please take the time to complete this online digital survey. Your information is valuable and will be used to create an accurate profile of energy usage in the Village. ~~We respect your privacy and will not share your information with anyone not involved with the energy planning process.~~ If you wish to complete a paper survey, there is one attached to this email. Please return it in person to the Village of Manchester Offices in The Courthouse building on Union Street or by mail to {Manchester Village Office address}.

Our priority is to lower energy use and costs in the Village and to identify preferred sites for renewable energy installations, while preserving natural resources, scenic views and the historic beauty of Manchester Village for future generations to enjoy. We will be working with the BCRC to inform and educate the community about more efficient energy systems and weatherization to conserve energy and save money.

Your participation in this survey is vital to our success and we appreciate your time in completing it. We will keep you informed of our progress as we develop our energy plan.

With appreciation,

{Village Vision 9050 Committee Member}

POSTER