

**Worcester Planning Commission  
MINUTES  
January 9, 2025, 6:30pm via ZOOM**

**Attending:** Chani Waterhouse, Bill Arrand, Will Baker, Rebecca Heintz, Toni Kaeding  
**Guests:** Amy Thornton

**Housekeeping**

- Chani called the meeting to order at 6:33pm with a welcome to new member Rebecca Heintz and a roundtable sharing of “peak moments of 2024-25 winter season”
- Minutes of 11.14.24 Planning Commission meeting were duly approved by unanimous vote and filed on Worcester Town website.

**Public Comments**

Amy Thornton voiced interest in seat on the Planning Commission and social infrastructure, especially how it relates to a healthy and efficient environment for Town employees.

**Election of Officers**

Chani presented the proposed slate of Officers for 2025: Chair - Chani Waterhouse, Vice-Chair - Will Baker, Secretary/Clerk - Toni Kaeding. Bill moved to approve the slate as proposed, Toni seconded. Slate of Officers approved unanimously as presented with added caveat from Chani that she will seek to leave the role of Chair following 2025.

**Commissioner Terms**

On 12.2.24, the Selectboard approved the following appointments:

- Will Baker - seeking re-appointment of a 2 year term (expires 2027)
- Toni Kaeding - seeking re-appointment of a 2 year term (expires 2027)
- Rebecca Heintz, seeking appointment of 3 year term (expires 2028)

**Annual Report - Worcester Planning Commission**

Group voiced appreciation for the DRAFT of 2024’s Annual Report prepared by Chani and offered the suggestion to add a note of appreciation for CVRPC’s good support throughout development of both Worcester’s Enhanced Energy Plan and Local Hazard Mitigation Plan. ACTION: Chani to add note of appreciation

**Annual Review of Bylaws**

Commissioners highlighted the following bylaws for review:

2.3 Bill noted typo miss-spelling of “eight”.

4.1 Toni requested clarifying decision of when individual member’s vote needed to be recorded in permanent record. ACTION: Record all individual votes by name for the permanent record, unless vote is unanimous.

5.1 Group noted need for clarifying language regarding meeting specifics (when, where, mode, etc). ACTION: Will to check open meeting law requirements to inform edits and suggest new language via google doc.

5.5 Rebecca requested clarification of meeting rules to include consideration of “virtual” meetings as well as “in-person”. ACTION: Rebecca to research current interpretation of open meeting law in Vermont re: virtual meetings and join Will in creating google doc with recommended language for group review. (Side note: Rebecca recommended book “Together” by Vivek Murthy)

### **Updates**

Local Hazard Mitigation Plan (LHMP) - Toni reported that Plan has received preliminary approval from Vermont’s Emergency Management System, confirming Worcester’s eligibility for federal and state reimbursement rate for flood repairs. Final approval is contingent upon two additional pieces of information to be collected and supplied by Town Officials. Thanks to Will Baker for his assistance researching and interpreting this information.

Energy Task Force - Chani reported that Energy Task Force entering final phase of Plan development pending further community review/action. No target date of completion at this time.

Municipal Energy Resilience Program (MERP) Plan - Chani presented the goal of this Selectboard initiative as upgrading the energy efficiency of Town facilities. Also relevant for new housing proposals. Work in progress.

**Next meeting** - February 6, 6:30pm, in-person, Worcester Town Office. Virtual access to meeting anticipated but not yet confirmed.

**Adjournment** - Motion to adjourn was duly made and approved. Meeting adjourned at 7:48pm

Toni Kaeding