Pittsford Planning Commission
Meeting Minutes - DRAFT
September 24, 2026

Board Members Present: Kevin Blow, Rick Conway, Nancy Gaudreau, Donna Wilson, Gordon Fox, Chuck Charbonneau, Robb Spensley

Others Present: Ann Reed, Will Austin

Meeting - Call to order

The meeting was called to order at 7:00 by Kevin Blow – Chair.

Approval of Meeting Agenda

A motion was made by Rick Conway and seconded Gordon Fox to approve meeting agenda. The motion passed unanimously.

Approval of Minutes

The minutes of August 27, 2026 were approved unanimously after a motion by Rick Conway and a second by Gordon Fox. The motion passed unanimously.

Old Business
Drafting Updated Town Plan 2026 Writing Session with Will from RRPC
Will Austin from Rutland Regional Planning Commission discussed updates for the Town Plan that he had done between the meetings. The Town Plan currently meets state statute.

The consensus of the Planning Commission was to go through the Town Plan for any changes that members saw during their read throughs. It was noted page 3 – table of contents needed to be updated once the redlining had been taken out.

Page 5 – Rick Conway wanted the word existed taken out of the paragraph after the word Vision when explaining the village center and make it say designated village center instead of existing village center. There was also discussion on putting the village map in the plan at this area.

Page 21 – Robb Spensley asked to verify the names of the businesses, as there was discussion on the correct name for one. They are correct in the Town Plan as written.

Page 21 – Rick Conway asked for the word center to be removed and make it designated village.

Page 25 – Robb Spensley pointed out that there was a typo with Omya twice in a row in the fourth paragraph. One of these was removed.

Page 10 – Donna Wilson wanted it added that Pittsford Village Farm is in the Italianate Style featuring the cupola and brackets around the eaves. It is house number 4 on the map. Rick Conway asked if it is still historically accurate with all of the construction that was done for the Italianate Style. Donna Wilson feels the building shows the architecture better now than previously.

Page 14 – The second paragraph describes the Pittsford Village Farm as having a playscape. This is no longer a playscape and is now a playground. Donna Wilson also asked that the last sentence be its own paragraph.

Page 15 – Nancy Gaudreau pointed out a spelling error with Casella.

Page 21 – Nancy Gaudreau wanted an update to the last sentence to include forestry. In the second paragraph, the words Center and are need to be taken out when talking about the designated village.

Page 22 – Rick Conway pointed out under the three credits section, remove the word center when talking about the designated village. Nancy Gaudreau had questions on the first paragraph, but it was ultimately decided to leave it as written.

Page 25 – Nancy Gaudreau wanted to update the third paragraph description for Omya that they have 12 plants in North America, as well as wording for their transportation and industries served by their goods.

Page 26 – Robb Spensley asked about the wording in the last paragraph for the Taconic Range. It was decided to take out some of the wording.

Page 27 – Gordon Fox pointed out a little red line and a red period that had stayed.

Page 28 - Donna Wilson pointed out grammatical errors under the action items.

Page 30 – Nancy Gaudreau wanted to correct the wording on the third paragraph down to make it clearer.

Page 34 – Robb Spensley wanted to clarify if the last line was correct where it was discussing regional tabletop exercises. Ann stated this is correct and something that the Town is already working on doing.

Page 35 – Grammatical edit in the first paragraph under Health Care and Human Services.

Page 37 – Rick Conway wanted village center at the end of the fourth paragraph instead of just village.

Page 38 – Robb Spensley pointed out it is Depot Hill Road and not Depot Street. Nancy Gaudreau wanted better wording for the composting component of the solid waste disposal information.

Page 39 – Donna Wilson wanted corrections and updates for the grants that Maclure Library has received.

Page 41 – Nancy Gaudreau wanted to combine two sentences about the post office to make the paragraph flow better.

Page 44 – Nancy Gaudreau stated there should be an update on the Pomainville's Wildlife Area, as it has more than 360 acres. The Planning Commission looked up the AxisGIS lister's card to see it is comprised of 576 acres and made this adjustment.

Page 46 – Nancy Gaudreau pointed out a grammatical error.

Page 47 – There was an update to request that it was Vermont State University Castleton Campus instead of only Vermont State University. There was also a punctuation correction due to double , in a paragraph.

Page 51 – Ann Reed pointed out the Designated Village instead of Town Center in the Future Needs paragraph to have consistency through the document.

Page 55 – Rick Conway wanted clarification on section C. It was decided to add wording to make it more clear for both the title and paragraph two.

Will Austin discussed the maps that are within the Town Plan. This includes maps for flood hazard/river corridors, natural resources map, transportation, future land use, and designated village. Rick Conway asked about river corridor maps and wanted to make sure that this portion was good. Will Austin explained that the map for flood hazards includes the river corridor, so it is covered.

Donna Wilson asked for photos of the historic sign for Pittsford Mills and Pittsford Village Farm added. There was discussion on the photos on page 2 of the Town Plan and how the photos could be

incorporated. There was also a request to label the photos for those that are unfamiliar with the Town buildings and landmarks. Will Austin suggested putting the Pittsford Village Farm photo in place of one of the Gorham Bridge photos, as there are currently two photos of that bridge.

Draft Update of Enhanced Energy Plan (version 7) with Will from RRPC
Will Austin has updated the graphics for the coloring and clarity. Rick Conway asked if there could be a table for all of the acronyms in the plan, as it can be confusing to the reader.

Ann gave an update on the comments from the selectboard.

Will Austin let the Planning Commission know about what he changed in the equity section and the reasoning behind it.

There was conversation on the location of the two EV charging stations on page four. It was suggested to put the actual address of 42 Elm Street in the EEP.

Will Austin mentioned on page 16 there are 2025 target goals still due to the way the State tracks their target dates. This is a ground baseline for the Town.

Rick Conway opened the discussion on pages 17 and 18 that there were highlighted areas for both natural gas and biomass. Ann Reed stated these were highlighted previously due to wanting input from the community. No input was received, so the Planning Commission needs to decide what to do with natural gas and biomass. There was discussion on how both are already being used. The two areas were both revised to agree with the discussion the Planning Commission had to make both of these in conformance with the town enhanced energy plan.

New Business
Possible Town Plan and/or Enhanced Energy Plan Draft Approval and Set Dates for Public Hearings on Town Plan/Enhanced Energy Plan
There can be one hearing for both the Town Plan and the Enhanced Energy Plan. There needs to be a 30 day period to send the plan to abutting municipalities, RRPC, and ACCD. There is a need for 15 days of hearing postings and warnings. It was decided to hold the first hearing on October 29th at 7:00pm.

Gordon Fox made the motion, with a second by Robb Spensley to approve the Town Plan with the Enhanced Energy Plan with the changes made tonight.

State Government Municipal Day October 30, 2026
Ann Reed let the Planning Commission members know there is a municipal day through the Agency of Natural Resources happening on October 30, 2026 with the theme of maps.

RRPC Updates from Board of Commissioners Meeting September 15, 2026
Ann Reed let the Planning Commission members know that the Regional Planning Commission had approved the town plans for Benson and Wallingford.

Set Next Meeting Date
The next meeting will be held on October 29, 2026 at 7:00pm in order to hold the Town Plan/EEP hearing at the same time. This is one week later than the normally scheduled Planning Commission meeting.

Adjournment
Motion by Rick Conway to adjourn the meeting at 8:21pm. This motion was seconded by Donna Wilson. Motion carried unanimously.

Respectfully submitted,

Ann Reed
Recording Secretary

Approved by,

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The Pittsford Planning Commission