

GLOVER PLANNING COMMISSION

Meeting Minutes:

5:00 pm; March 24, 2026

Monthly Meeting: 4th Tuesday of each month

DRAFT

Video Link

https://us02web.zoom.us/rec/share/aDtPgHS7YE7CN4cDj-MEDS6Q2XlJhSeH0OWQGvMijF7ezaH8_K42K2LnoFLm2SB7.MnAafMa9RZLgQysL

Passcode: !AiN6gW+

Attendance

Nella Cargioli Coe, Co-Chair
James Coe, Co-Chair
James Bowes
Ann Creaven
Anne Eldridge
Mariel Hess
Elizabeth Nelson
Olivia Noel
Steve Lowe
Doug Safford
Jack Sumberg

Quick recap

The Planning Commission met and discussed Town Plan updates, The Glover Green project, Re-affirmation of membership and organization, and formation of the a Development Review Board (DRB). The group emphasized transparency, cost analysis, and community engagement in upcoming planning efforts .

Next steps/ Action Items

- Present updated and re-confirmed membership list to Select Board – including Steve Lowe as a voting member.
- Post draft minutes within 5 business days.
- Contact Ceilidh (Ecotone) for maintenance details and cost analysis.
- Draft Glover Green neighbor access letter (Memorandum of Understanding)
- Finalize and share Glover Green poster before Select Board meeting.
- Clarify mowing budget details with Cindy.
- Review equity section with Equity Committee.

GLOVER PLANNING COMMISSION

- Review Trail Committee input with Peggy Day Gibson.
- Share Vermont Municipal Vulnerability Indicators Tool link.
- Planning Commission: Invite VTrans to upcoming meeting to discuss parking, cross walks, and beautification along Rt 16.
- Prepare Glover Green drawings / presentation for April 9 Select Board meeting.
- Review Glover Green maintenance Ricky Blanchard.
- Recommend to the Selectboard that all 9 voting members of the planning commission shall be appointed to serve as the Glover DRB.

Summary

Call to Order

The meeting was called to order. The group discussed the agenda and reviewed the open meeting rules including confirmation that 100% virtual meetings are allowed for “advisory boards” but that future DRB meetings will be “non-advisory” and will require a physical presence to comply with the rules. A hybrid meeting is allowed. Also noted was the duty to post draft meeting minutes within 5 business days of the meeting.

Approval of Minutes

The meeting began with the review of minutes from 2/24/2026 and 3/12/2026
A spelling mistake was corrected, and the minutes were approved as presented.

Glover Planning Commission Membership

The Commission reaffirmed its membership, confirming nine voting members and one non-voting, ex-officio member. James and Nella were reappointed as co-chairs and also appointed as co-clerks. The motion was made and the motion carried. The Membership is listed below:

1. James Coe, voting member, co-chair, co-clerk
2. Nella Cargioli Coe, voting member, co-chair, co-clerk
3. James Bowes, voting member
4. Ann Creaven, voting member
5. Mariel Hess, voting member
6. Elizabeth Nelson, voting member
7. Olivia Noel, voting member
8. Steve Lowe, voting member
9. Doug Safford, voting member
10. Anne Eldridge, ex-officio member, non-voting

All members except Steve Lowe were presented to the Glover Selectboard at the March 12th Selectboard meeting. All members including Steve Lowe will be recommended to the Selectboard at the April 9th Selectboard meeting.

GLOVER PLANNING COMMISSION

Development Review Board (DRB) Formation

A motion was made to recommend all 9 voting planning members be appointed to serve as the DRB. The motion carried. Jack Sumber explained his role as the Flood Hazard Area and River Corridor Administrator and the DRB's role in reviewing development permits in the Flood Hazard Area and River Corridor that were to complicated for an administrative decision, required by the bylaws to be approved by the DRB or to review appeals of the Administrator's decisions. Appeals of the DRB's decisions would go to the State of Vermont Environmental Court. There was also discussion clarifying that the Selectboard do not have the authority to appeal the DRB's decisions unless they are the applicant on behalf of municipal property.

Town Plan Updates

Members discussed simplifying and condensing the town plan while aligning it with the upcoming NVDA regional template. They also considered integrating an equity framework asking "who is helped, harmed, or missed" by planning decisions. The team reviewed assignment of town plan sections and proposed a schedule of reviewing 4 draft sections per month to review all 16 sections by August. The first sections to be reviewed will be land use, neighboring communities, aging, and housing.

Glover Green Project

The commission decided to postpone discussions with the Selectboard until April 9th to allow more preparation. They reviewed easement responsibilities, driveway access, and maintenance costs. James will draft "letters of understanding" to review with the Commission and then with Ray and Sylvia. The discussion circled around the cost of existing lawn maintenance and projected maintenance costs. The group agreed to seek professional maintenance quotes and to get advice on maintenance requirements for the proposed plantings.

The Commission supported Olivia's poster project for public engagement and discussed holding a public outreach meeting for neighbors and citizens. They discussed the general issue of parking and traffic safety in Glover and suggested inviting VTrans to a future meeting to discuss issues and options.

Conclusion

- Special GPC meeting April 7th at 5:00 pm to discuss Town Green
- Glover Selectboard Meeting April 9th at 6:30 pm – Presentation to the Glover Selectboard on updated design, maintenance concerns, and neighbor agreements
- Next regular GPC Meeting is April 28th at 5pm
- Meeting ended at 6:28 pm