

**Fair Haven Planning Commission**  
Town of Fair Haven - February 4, 2026 - Regular Meeting

**Commissioners Present:** Robert Richards - Chair, Linda Sienkiewicz - clerk, Ann Finley, Sam Lucci, Deborah Laiacona - Vicechair

**Commissioners Absent: Others Present:** Phil Adams - Zoning Administrator, Jennifer Jackson - recording secretary, Simon Snow - public

**Agenda**

1. **Call to Order:** The meeting was called to order at 7:30 pm by Chair Richards.

2. **Review of Minutes of Previous Meeting:**

**Approval of Minutes: Regular meeting - January 21, 2026**

Mrs. Sienkiewicz motioned to accept the minutes of January 21<sup>st</sup> with corrections.

The motion was seconded by Mrs. Finley.

Mrs. Sienkiewicz stated that page 1 last paragraph *'things'* needed to be changed to *"thinks"*.

All were in favor and the motion passed.

3. **New Business:**

a. **Discussion of new Downtown Designation application requirements.**

Community Investment Program Downtown Designation: Step Three Center Application:

[https://outside.vermont.gov/agency/ACCD/ACCD\\_Web\\_Docs/CD/CPR/State-Designation-Programs/CPR-DT-Downtown-Designation-Step-Three-Guidelines-FINAL.pdf](https://outside.vermont.gov/agency/ACCD/ACCD_Web_Docs/CD/CPR/State-Designation-Programs/CPR-DT-Downtown-Designation-Step-Three-Guidelines-FINAL.pdf)

b. **Continue the review of 2024 Fair Haven Town Plan Goals and Actions.**

Chairman Richards asked the ZA Adams about the lack of application on the schedule, he believed there was to be an application. ZA stated the application wasn't prepared and that the new Shaw's Plaza manager asked what the process would be to have the China City location modified into another business. Mr. Lucci asked about new management. ZA Adams stated the property had been sold. Mr. Lucci asked which parcels were being spoken about? ZA Adams stated the plaza and the field next door. Then gave a short history of the lots and their division and intended purposes.

Chairman Richards stated he had spoken with Gary Holloway who stated he was willing to attend the next Planning Commission meeting via Zoom. He explained who Gary Holloway was for the public present the State Liaison for the Downtown Project "Step 3".

Chair Richards asked Mr. Lucci if he would set up a zoom meeting for them. Mr. Lucci asked if the PC wanted the meeting only for the Gary Holloway meeting or if the zoom meetings were something the PC wanted for every meeting? Chair Richards asked specifically for the Holloway meeting and asked if the question could be brought to the town manager for the other meetings. The recording secretary asked if the meetings were recorded by zoom if her recordings would be needed for statute? Mr. Lucci stated her would talk to Town Manager

Gunter about how to handle the recordings. ZA Adams asked for wording for the zoom meeting on the next agenda.

Chair Richards stated he would send the comments the Historical Society gathered for the Fair Haven Zoning to the Selectboard Public hearing on the Zoning Changes. They can be added at that meeting without action from the PC.

Chair Richards stated that Mr. Holloway asked for pre-meeting question to be emailed to him. Chair Richards explained he stated he would answer the PC questions and do a review of the application. Chair Richards stated he asked Mr. Holloway how much of the previous application work was still applicable for the new application requirements. Chair Richards stated he hadn't sat down with Devon Neary from RRPC yet.

Mrs. Finley stated that the EDC does still have one member. Mrs. Sienkiewicz stated she spoke with Mr. Dodge about being on the Downtown Committee. He still had some questions and she said she would get back to him after the talk with Mr. Holloway. Chair Richards stated the Legion isn't available to join a committee yet, but after the March elections they may be able to commit. Mrs. Finley stated she had spoken with Mr. Calvi, she stated Simon Snow is interested in joining, and she has a meeting with Sasha from the Yoga studio on Friday. She stated Mr. Workman from the Bagel shop is interested as is Mrs. Daveron from the Karate studio. Chair Richards stated Pat from the Wooden Soldier didn't say no to joining and he admitted he hadn't spoken to Mary from Carl Durfees yet. Mrs. Finley stated she had spoken with Heather from the Dance Studio. Chair Richards stated he believed that they should get some form of formal/informal group together, then go to the Board for creation. Mrs. Laiacona stated that the Hardwick Application had a good outline for their 501c3. She agreed that something solid needed to be created. Chair Richards stated the committee doesn't have to be the EDC. Gary said the State wants to see the organization separate from the Selectboard. Step 3 looks for something a little more independent. He stated if we get the organization together and get the Downtown Designation there's almost an immediate \$25,000 grant that could be awarded. Mrs. Finley stated she was waiting to hear from Mr. Holloway before drafting a letter to business owners about the committee and opportunities. Mr. Lucci asked if any money was left from the grant with the RRPC, Chair Richards stated he wasn't certain. Mrs. Finley stated she wants to know what to tell the business owners. Chair Richards stated that would be a good email question for Mr. Holloway as he might be able to answer the question before the meeting. Mrs. Finley stated she heard from local business owners that this idea has been tried many times and was never successful. Mr. Lucci stated but they've never had a *you* on the team. Mrs. Sienkiewicz asked if anyone had spoken with the Parks. Mrs. Laiacona stated she had spoken with them about 6 or so months ago. They were a little interested. Chairman Richards stated if we have this many people interested it is a good start. Mr. Lucci stated there had been much contact and discussion already with the local business owners; he didn't see the need for an online public question of interest. He stated the talking isn't being done in secrecy, but that the PC is doing the right thing asking interested parties. Mrs. Laiacona stated she talked with the Nelsons who seemed very interested and were willing to offer their space for meetings if needed. Simon stated they had the contact info because the

Nelson's were their landlord. Chair Richards stated he was psyched as the PC has been doing good work to get the Downtown Committee started.

Mrs. Laiacona stated she would be finishing her Planning Commission term, but did not want to remain on the Commission afterwards. She also stated she won't be at the next meeting.

Chairman Richards stated there should be no other discussion tonight until they've been able to chat with Mr. Holloway for direction.

**4. Other Business:**

**a. Public Comment: None**

**b. Review of Mail: None**

**c. Other:** Mr. Lucci asked, as connected with town government as he is, how could the sale of the Shaw's Plaza not been known to him before tonight. Chair Richards stated the sale is public records and would be recorded in the Town Clerk's office. Mr. Lucci suggested inviting the new owner to a meeting. Mr. Richards stated that might be a bad idea as the PC could have to place judgement on an application in the future and did not want any questions of the PC's impartiality. Mr. Lucci stated the PC has a vested interest in that area. Mrs. Sienkiewicz asked if anyone knew who purchased the land or what they were wanting to do with the China City store front. ZA Adams stated they wanted a change to retail use.

**5. Adjournment:**

Mrs. Finley motioned to adjourn at 8:13 pm. Mrs. Sienkiewicz seconded the motion. All were in favor and the meeting was adjourned.

Respectfully Submitted,  
Jennifer Jackson, Minute-taker

\*\*\*The Next Commission Meeting will be held on February 18, 2026 at 7:30 pm\*\*\*