

Town of New Haven Planning Commission Meeting

7:00 pm

Monday, March 11, 2019

New Haven VT Town Offices

DRAFT MINUTES

Planning Commission Members Present: Rob Litch, Chair; Benjamin (Benj) Putnam, Co-Chair; Bev Landon; Dan Monger; and Maggie Eaton

Absent: Pat Palmer

New Haven Staff: none

Visitors: Kathy Barrett, Co-chair, New Haven Selectboard

I. Call To Order: 7:06 PM, by Benj

- 1. Adjustments to the Agenda:** none
- 2. Visitors' Business:** none

II. New/Old Business

1. Zoning Administrator Position Update: The Planning Commission received several applications for the posted Zoning Administrator position. Pursuant to 1 V.S.A. § 313, Bev made a motion to adjourn into executive session in order to discuss employment matters, namely, the qualifications of the various applicants. Dan seconded the motion and all voted in favor of the motion. Kathy Barrett was excused during the executive session. After the executive session discussion, Maggie made a motion to return to open session, Dan seconded the motion, and Kathy Barrett was invited back into the meeting. Bev then made a motion that the Planning Commission interview two of the ZA applicants, and Maggie seconded the motion. Dan agreed to contact the two candidates to arrange interviews starting at 6 PM on March 18, 2019 at the New Haven Town Library. These interviews will be held during an executive session of a Special Meeting of the Planning Commission. Dan will also contact the applicants to acquire and check on their references. Kathy Barrett will add to the Selectboard meeting agenda for March 19, 2019 the possible consideration of any recommended applicant for the ZA position. Maggie will post notice of this Special Meeting.

Regarding the Planning Commission's request to the Selectboard to consider making the ZA position full time by adding other Town duties, Kathy Barrett informed the Commission that the Selectboard will address this possibility. The Planning Commission suggested that the new Zoning Administrator also assume the duties of clerk to the Planning Commission.

2. Town Plan Update

- a. Report on ACRPC grant to develop an enhanced energy plan: Maggie reported that grant finding had yet to be received. She also said that she would be attending an ACRPC training session on developing this plan.
 - b. Creating a work group for development of an enhanced energy plan: there were no updates on this matter.
3. Energy Updates/Discussions/Reviews—solar, VT, gas: there was no discussion of this item
4. Zoning Regulations Rewrite: Benj reported that he will work on this project.
5. Zoning Map Update: Bev reported that she had completed the task to identify recommended corrections to the zoning map and that she had prepared both her final edited map and written explanations for her recommended changes. Before beginning a process to make any zoning map changes, the Planning Commission will obtain legal advice about the required procedures. It is expected that the process will include requesting assistance from the ACRPC to generate a draft revised map for Planning Commission consideration.

III. Review of Minutes: this item was postponed.

IV. Correspondence/Mail: none

V. Adjourn: Benj made a motion to adjourn. Dan seconded the motion. All members approved. The meeting was adjourned at 8:10 PM

VI. Other: A Special Meeting of the Planning Commission will be held on March 18, 2019 at 6 PM at the Town Library. The next regular meeting will be on April 8, 2019 at 7 PM at the Town Office.

Respectfully Submitted,
Maggie Eaton
Approved on _____

Rob Litch

Benj Putnam

Beverly Landon

Pat Palmer

Dan Monger

Maggie Eaton