

Shaftsbury Development Review Board
Shaftsbury Town Hall
Buck Hill Rd at 7:00 pm
DRAFT Minutes of Regular Meeting
6/6/12

Members Present: Tom Huncharek, David Mance, Fritz Ludwig, Bob Holmes, Chris Ponessi, Jennifer Viereck (alternate). Mr. Ponessi arrived a few minutes after the start of the meeting.

Members Absent: Gary Burgess, Megan Donckers

Others Present: William Jakubowski (Interim Zoning Administrator), Sandra Mangsen (Recording Clerk), Mary Gronning, Jay T. Palmer, Mitchell Race, Joann Race, Jeri Schoof, Ron Schoof.

1. Call to Order

David Mance called the meeting to order at 7:00 p.m.

Motion: To appoint David Mance as interim chair Moved by Bob Holmes; seconded by Jennifer Viereck. Carried, 5-0-0.

2. Conflict of Interest Statement

There were none.

3. New Business: Organizational Meeting

Motion: To nominate Gary Burgess as Chair of the DRB. Moved by Jennifer Viereck; seconded by Bob Holmes. Carried, 5-0-0.

Motion: Vice chair Bob Holmes as Vice Chair of the DRB. Moved by Fritz Ludwig; seconded by Jennifer Viereck. Carried, 5-0-0.

Bob Holmes took over as chair of the meeting.
Chris Ponessi arrived at the meeting.

Discussion of Rules and Procedures.

William Jakubowski asked if the document in hand was complete. as there are references to sections that do not appear to be included. He advised the Board the document was as complete as any file he had access to.

NOTE: A copy of the 2006 document was emailed to all Board members on June 7, 2012.

Jennifer Viereck suggested including a section with respect to alternate DRB members. Jake suggest that the language from Chapter 117 (Ch 24, VSA) regarding attendance and duties of an alternate board member should be added to the document.

Each item of the document was read aloud and discussed with respect to changes that might be needed.

Some sections do appear to be missing, especially one dealing with requirements with respect to written decisions.

Motion: To continue the evaluation of this document at the next meeting with a view to seeking input from the chair, and to forming a subcommittee to alter the language as necessary. Moved by David Mance; seconded by Jennifer Viereck. Carried, 6-0-0.

4. Approval of Minutes– Minutes of April 18, and May 16, 2012

Deferred.

5. Town Access Permit applications

William Jakubowski announced that there is a pending lot line relocation, which will be presented at a subsequent meeting.

6. Adjournment

Motion: To adjourn the meeting. Moved by David Mance; seconded by Fritz Ludwig. Carried, 6-0-0.

The meeting was adjourned at 8:10 p.m.

Respectfully submitted,

Sandra Mangsen (Recording Clerk)