

Sutton Planning Commission
Minutes of meeting July 6, 2015
Location: Sutton Town Offices

In attendance: Paul Brouha, Hank Parker, Brandon Mazur, Marlin "Chip" Devenger, Joe Witt, Ron Trembley, Byron Savoy, Mary Lou Lamont

Brandon read the Sutton Planning Commission minutes from the meeting on June 22, 2015. Paul moved to approve the minutes. The motion was seconded by Joe Witt and the minutes were approved unanimously.

Paul announced that he had received a copy of the Town of Burke's junk ordinance for the Selectboard to review. In addition, State of Vermont "'junkyards" jurisdiction begins at four unregistered cars.

The meeting then moved on to interviewing Mary Lou Lamont for the position of Zoning Administrator for the Town of Sutton. Chip asked what the list of duties of the position were which Paul then reviewed. Paul asked Mary Lou if she could provide a list of references and Mary Lou confirmed she could. Mary Lou had no additional questions for the Planning Commission. Hank asked Mary Lou if she has a notary seal and if it is valid. She noted that she does have a Notary seal but its validity has lapsed. Hank asked Mary Lou what her interest in the position was; she answered to learn more about the municipal process. Hank asked if she would be interested in pursuing any sort of municipal officer training. She answered that she is open to training.

Joe asked Mary Lou if she could read a building plan. Mary Lou answered that reading blueprints in a machine shop qualified her. Joe asked about site and septic plans; Mary Lou admitted she has only seen them here in the Sutton Town offices in her previous service. Joe expressed his concern that Mary Lou is representing the Town of Sutton and the Planning Commission and Development Review Boards but lacks the background knowledge of technical terminology and jargon and has no experience in the field. Chip asked Ron if when he started he had any experience; he admitted that he had none but did training through NVDA. Hank asked Mary Lou what she thought the most challenging potential occurrence might be. She answered confronting people about accumulated junk. Paul asked the other members of the Planning Commission if they had any questions. Chip and Byron had none. Paul thanked Mary Lou for her time and at this point she left the meeting.

The public session of the meeting was then closed and the meeting moved to Executive Session. Ron was asked to remain and advise the Planning Commission as the current Zoning Administrator. Paul asked if there were any conflicts of interest or ex parte communications on the topic of Mary Lou's application. None were noted. Discussion among members ensued and at the end Byron moved to close the Executive Session. Hank seconded and the motion was approved unanimously.

Decision: The Planning Commission did not reach a consensus to advance Mary Lou's application and recommend her hiring to the Selectboard. As a result, assuming Mary Lou is willing, the Planning Commission will hold her application without prejudice for 45 additional days (until August 20, 2015) while members of the Commission extend the search for a candidate already in possession of specific technical (blueprint reading and site plan review) skills. Should such a person not be found, the Planning Commission will recommend that money be allocated for a six month "apprenticeship" period under Ron Trembley so Mary Lou can attain the requisite skills.

Ron noted that he would accept appointment as interim Zoning Administrator to serve until a new permanent Zoning Administrator with the needed skills was in place.

The Planning Commission unanimously expressed the desire to recognize Ron's long service as Zoning Administrator.

Prior to the close of the meeting Paul announced that, due to vacation schedules of participants, the regular July meeting of the Commission would be cancelled and he would try to schedule a Special meeting August 10th to continue review of the Unified Development Bylaw. Members were asked to individually review the draft and make notes to speed the review process during the next meeting.

The meeting adjourned at 8:18 pm.

These minutes prepared by Brandon Mazur, Clerk

Minutes approved August 10, 2015