

**Town of Stratton
Planning Commission Meeting Minutes
Stratton Town Office
Wednesday, April 3, 2019**

Attendance: Planners: Kent Young - Chair, George Rigoulot and Chris Mann (Ray Hawksley arrived at 7:30pm).

7:00 p.m.: The meeting was called to order by Kent Young.

Modifications to the Agenda: Kent Young stated that Allan Hicks has submitted his resignation as Zoning Administrator effective April 3, 2019; therefore, he recommends that the Commission consider his replacement at this time, since there is usually an increase in zoning permit submissions during the spring. The Commission agreed to add consideration of a Zoning Administrator to the agenda.

Correspondences: Correspondences and notifications which have been accumulating since the December meeting were reviewed by those present.

Organizational Meeting: (The Board now consists of five members, as the voters at the Town Meeting of March 5, 2019 voted to reduce the number of Planning Commissioners from seven to five, as per a petitioned Article voted at that meeting. John Wadsworth's and Anne Patten's positions were not elected, so the Commission now consists of Kent Young, Ray Hawksley, Rob Wadsworth, Chris Mann and George Rigoulot.) Kent Young asked for a motion to maintain the organization of the previous year, with the exceptions of Secretary and the meeting schedule. The following organization was considered: **Chairman:** Kent Young. Kent Young agreed to act as Clerk as well. **Vice-Chair:** Ray Hawksley. **Meeting Format:** Robert's Rules. **Notices of PC Public Hearings** to be published in the Brattleboro Reformer. **WRC Representatives:** Renee Mulkey and a vacant position. Kent Young recommended changing the **Meetings – Date, Time and Location** to an "as needed" basis. **Secretary:** Chris Mann agreed to take the Secretary position. George Rigoulot moved to approve the above organizational structure of the PC. Chris Mann seconded – all concurred. Kent Young stated that he will post NOTICES / AGENDAS as necessary for future meetings.

Approval of Meeting Minutes: Chris Mann moved to approve the minutes of the December 5, 2018 meeting. George Rigoulot seconded – all concurred and the minutes were approved.

Zoning Administrator: Kent Young suggested nominating Ray Hawksley as the PC's recommendation to the Selectmen as Zoning Administrator. He has been the Assistant to the Zoning Administrator for more than 20 years and he is currently the Health Officer. Following a brief discussion, Kent Young moved the recommendation. George Rigoulot seconded – all concurred. Kent Young will present the recommendation to the Selectmen at their April 8 meeting, as they are responsible to make the appointment. A recommendation to fill the position of Assistant to the Zoning Administrator will be made at a later time, if the Selectmen agree to the Zoning Administrator recommendation.

Town Plan: The Commission reviewed the submittal of various graphics and statistics for the update of the Town Plan, which is required to be updated and adopted by October, 2019. Kent Young will contact John Bennett of WRC and establish a time for a work session in the coming months.

Adjourn: The Chair asked for a motion to adjourn. Ray Hawksley so moved. George Rigoulot seconded the motion – all concurred and the meeting adjourned at 8:10p.m.

Minutes by:

David Kent Young

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