

2025-04-23 DRB Meeting

Meeting minutes

Meeting Call to Order

The meeting was called to order by Panos Lekkas, DRB Chair, on April 23, 2025 at 6:00 pm.

Roll Call

Panos Lekkas conducted the roll call. Present were Stephanie Lawrence, Jeff Parizo, Jake Saint Pierre, Mike Winters, Lucas Campbell, and Adam Lavigne. David Rugh, town attorney, was also present. Brett Sylvester was present as a guest.

Amend Agenda For Items Not Listed

Motion To Accept Agenda With Any Amendments (VOTE)

Panos Lekkas moved to accept the agenda with the amendment of adding Brett Sylvester's discussion at 6:05 PM, followed by DRB training at 6:10 PM. Jake St. Pierre seconded the motion. The motion passed unanimously.

Discussion of Brett Sylvester's Concerns

Brett Sylvester requested to discuss an error in finding 14 of a previous decision. He explained that the finding incorrectly stated they were waiting for a wastewater permit when it should have been a stormwater permit. Panos Lekkas suggested amending the agenda to include Mr. Sylvester's discussion at the start of the meeting.

Panos made a motion after hearing Sylvester's concerns to amend Decision #01-25 FP Sylvester to update Finding 14 to read Stormwater and not Wastewater. Jeff Parizo seconded, Motion passed unanimously.

DRB Training On Open Meeting Law & Hearing Conduct

David Rugh, the town attorney, provided training on various aspects of DRB procedures and legal considerations. Key points included:

- Conflicts of Interest: The new ethics law requires avoiding not only real conflicts of interest but also the appearance of conflicts. Recusal is recommended in cases of potential conflicts.
- Email and Text Communication: Board members were advised to use town email accounts for official business and avoid texting about town matters due to public records concerns.
- Interested Party Status: The minimum number of people required to sign a petition for interested party status has changed from 10 to 20. Petitions must designate a single representative.
- Conducting Hearings: Rugh provided guidance on managing public input during hearings, suggesting ways to structure the hearing and limit speaking time.
- Decision Writing: Rugh emphasized the importance of clear findings of fact and conclusions of law in decisions. He recommended approving applications with conditions rather than outright denials when possible.
- Record Keeping: The importance of maintaining paper copies of minutes and proper storage of meeting recordings was discussed.

Updates of ZAO – N/A

Clerk – Approve Minutes Of 2025-04-02 Meeting

Jeff Parizo moved to approve the minutes of the April 2, 2025 meeting. Lucas seconded the motion. The motion passed unanimously.

Adjourn – Motion To Close Meeting (VOTE)

Panos Lekkas moved to close the meeting at 7:42 PM. Lucas seconded the motion. The motion passed unanimously.

Additional discussions during the meeting included:

- Brett Sylvester's interest in becoming an alternate board member.
- Preparation for the upcoming Round Barn hearing on May 7, 2025.
- Discussion of the Manaya application scheduled for May 21, 2025.
- Concerns about application completeness and the need for proper documentation.

The board members were reminded to complete their ethics training as required.