

**TOWN OF WATERFORD
DEVELOPMENT REVIEW BOARD (DRB)
MEETING DATED JULY 18, 2016
MINUTES**

MEMBERS PRESENT: Andrea Dinneen, Kevin Gillander, Bernie Brochu, Dot Borsodi

MEMBERS ABSENT: John Gillott, Jack Newland, Bob duMaire

NON-MEMBERS PARTICIPATING: Chris Brimmer, Gary Allard, Joanne Jurentkuff, Bill Dimick, Howard Remick, Tom Robinson, and interim Secretary Carol Priest

Andrea brought the meeting to order at 7:10 P.M.

1. Modification to Agenda

There was no modification of the agenda.

2. June 20, 2016 Minutes

Andrea called for a motion.

Kevin moved to accept the minutes of the June 20, 2016, meeting.

Bernie seconded the motion.

Andrea called for a vote and all present approved the motion.

3. New Business

There were four candidates present for the board members to interview for the Secretary position recently vacated by Michelle Collins. An overview was given of the job description by interim Secretary Carol Priest. Zoning Administrator Chris Brimmer provided pertinent information of zoning procedures; Andrea and Bill described the general requirements for their boards, as well as a description of those boards' role in the town of Waterford. Applicants were given the opportunity to ask questions, and then interviewed individually to answer specific questions posed by the members present. The four candidates presented excellent qualifications for the position. One applicant, Linda Hartwell, possessed very relevant experience with small town / municipal government and received the

recommendation to be selected for the job by a majority of the board members present. Carol will inform the applicants of the decision in a timely manner.

4. Zoning Administrator Update

Chris reported that he has issued five permits since his last report to the board, four for accessory structures and one for a new dwelling. There was some discussion of an ongoing review of a resident possibly occupying a structure that is not a primary dwelling. Chris will continue to monitor that and another situation involving camping trailers possibly being utilized as primary dwellings.

5. Old Business

There was no old business presented.

6. Citizens' Concerns

There were no citizens' concerns presented.

7. Other

Andrea reviewed two recent mailings that will be passed along to the Planning Commission and to the Zoning Administrator. No action was taken.

Andrea asked for a motion to adjourn the meeting.
Dot moved to adjourn the meeting.
Bernie seconded the motion.
Andrea called for a vote and all present approved the motion.

The meeting adjourned at 8:33 P.M.

Respectfully submitted,

Approved by:

Carol Priest, interim Secretary