

**TOWN OF WATERFORD  
DEVELOPMENT REVIEW BOARD MEETING  
MARCH 19, 2018 MINUTES**

**MEMBERS PRESENT:** Mike Barrett, Dot Borsodi, Bernie Brochu, Andrea Dinneen, Kevin Gillander  
**MEMBERS ABSENT:** None  
**NON-MEMBERS PARTICIPATING:** Chris Brimmer, Bill Willis

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Andrea brought the meeting to order at 7:00 P.M.

**1. Modification to Agenda**

Approval of minutes for December 18, 2017 changed to February 19, 2018.  
Farr's Valley View Acres was changed from application to process for missing mylar.  
Birchwood Heights Lane application was never received; stricken from agenda.  
Election of DRB Chair and Vice-chair was added.

**2. Election of Chair and Vice-chair**

Andrea nominated Mike Barrett for Chair. Mike accepted the nomination.  
Andrea called for a vote and Mike was unanimously elected chair.  
Andrea nominated Bernie for Vice-chair. Bernie accepted the nomination.  
Andrea called for a vote and Bernie was unanimously elected Vice-chair.  
Andrea turned the meeting over to Mike.

**3. New Business**

**Farr's Valley View Acres, Hale Road**

The listers discovered the mylar for this subdivision was missing from the town files. The final plat for the subdivision was approved by the DRB and signed on May 23, 2011 and is in the file. The filing fee was paid at the time. Bill Willis reported he does not have the original mylar. A new mylar for a subsequent application is on file for this property. The 2011 mylar is needed for continuity.

Andrea made a motion that, by the next DRB meeting, Bill Willis submit a mylar of the final plat signed May 23, 2011.

Kevin seconded the motion.

Mike called for a vote and all approved the motion.

**4. Old Business**

## **Driveway Ordinance**

There is no change yet to the process for driveway approval. Chris will not issue a building permit until the driveway has been approved by the Selectboard after review by Lyle.

## **Church Sign**

Act 250 reviewed the DRB decision to approve the sign. The change to LED was determined by Act 250 to be material and to require an updated permit. A permit was issued by Act 250. Andrea will email DRB members copies of the references used to inform the DRB decision. No measureable definition of flashing was found in our bylaws or the state's.

## **Clerk**

Steve Eddy resigned. The position was posted in the paper and on the web site. There is one person who may be interested.

## **DRB Procedural Rules and Conflict of Interest Policy**

Current document will be distributed via email and reviewed at the next meeting for update and signatures.

### **5. Zoning Administrator Report**

Chris issued one permit for a garage this month.

### **6. Adjourn**

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

The meeting adjourned at 7:55 P.M.

Respectfully submitted,

Andrea Dinneen, DRB member