

**TOWN OF WATERFORD
DEVELOPMENT REVIEW BOARD (DRB)
MEETING DATED AUGUST 17, 2015
MINUTES**

MEMBERS PRESENT: Andrea Dinneen, Kevin Gillander, Bernie Brochu, Dot Borsodi, John Gillott, Bob duMaire, Jack Newland

MEMBERS ABSENT: none

NON-MEMBERS PARTICIPATING: Chris Brimmer, Gary Allard, Kathy Aucoin, Michelle Collins, and Secretary Carol Priest

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

1. Modification to Agenda

There was no modification of the agenda.

2. July 20, 2015 Minutes

Andrea called for a motion.

Jack moved to accept the minutes of the July 20, 2015, meeting.

Bob seconded the motion.

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

3. Introduction of new Secretary

Andrea introduced Michelle Collins, who has recently moved back to Waterford. She has been hired to replace Carol, who is retiring in October.

4. Administrative Officer Report

Chris reported that he had written a Notice of Violation to Mr. Lussier on East Village Road about a structure but that structure has now been removed. He now has a valid phone number with which to contact him and will continue to monitor the situation. Mr. Lussier reported that it was his failure to manage his tenant that created the violations issue. Chris also noted that he was contacted about a home occupation for a bakery on Lower Waterford Road that may require a public hearing before the board. He has issued a permit for a single family dwelling and two permits for accessory structures.

5. Andrew Barrett Lot Line Adjustment / Annexation Permit Number 15-SUB -03

The board previously approved the Barrett Lot Line Adjustment at the July 20, 2015 hearing, pending receipt of three copies of the final plat and fees paid. This was warned for public hearing for this meeting, the applicant and adjoining landowners were notified, the three copies were received, and fee was received by the town clerk. Copies were stamped for approval; the secretary will notify the applicant in writing of the approval.

6. Clayton Bullock/ Kevin Bullock Lot Line Adjustment/Annexation Permit No. 15-SUB-04 (Parcel #309.3)

It was determined that there was no necessity for a sketch plan or preliminary hearing for this application. The fee will be \$155.

Andrea called for a motion.

Jack moved to warn the Bullock LLA / A for public hearing on September 21, 2015 as requested.

Kevin seconded the motion.

Andrea called for a vote and all present approved the motion. The secretary will warn this for public hearing on September 21, 2015, and notify the applicant via certified mail, as required. She will notify adjoining landowners via regular mail, as required.

7. Other Business / Citizens' Concerns

There were no citizens' concerns at this time. Selectman Gary Allard reported the Selectboard would support the DRB utilizing the town attorney in the Vanderbilt subdivision appeal case, should it be necessary. He anticipated the E-court would handle the matter much the same as in previous cases brought forth by appellants prior to this case. Member John Gillott asked if the DRB 'approves' driveway permits. Gary clarified that the board gives input as part of the process currently, but that the procedure is now being rewritten to streamline the whole process.

Andrea asked for a motion to adjourn the meeting.

Jack moved to adjourn the meeting.

Dot seconded the motion.

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

The meeting adjourned at 7:30 P.M.

Respectfully submitted,

Approved by:

Carol Priest, Secretary