

**Monkton Development Review Board
Meeting Minutes
November 12, 2013
Approved: 11/26/2013**

Attendance:

DRB Members Present: Chris Acker, Peter Close, Scott Gordon, Philip Russell, and John Winsor.

DRB Members Absent: Curtis Layn.

DRB Alternate Present: Thea Gaudette (voting)

Others in Attendance: Ken Wheeling,

Peter Close, Board Chair, called the meeting to order at 7:32pm.

Administrative:

1. Minutes

Minutes from the October 8th meeting were reviewed and corrected.

Thea Gaudette moved the minutes as amended and Scott Gordon seconded. Vote: 5-0-0 with the Chair not voting.

Peter Close made a motion to reopen minutes from October 8th and Thea Gaudette seconded it. Vote: 5-0-0 with the Chair not voting.

Minutes were re-amended.

Thea Gaudette moved the minutes as re-amended and John Winsor seconded. Vote: 5-0-0 with the Chair not voting.

Minutes from the October 22nd meeting were reviewed and corrected.

Chris Acker moved the minutes as amended and Thea Gaudette seconded. Vote: 5-0-0 with the Chair not voting.

2. 2014 Budget

The budget for 2014 was reviewed and updated.

Thea Gaudette made a motion to authorize the chair to set the legal budget line item after a discussion with the Select Board and then to set the budget. Chris Acker seconded it. Vote: 5-0-0 with the Chair not voting.

3. Rules of Procedure

The Board reviewed new rules of procedure. The Board will review the new rules of procedure to discuss them at a future meeting.

Old Business

4. Michael Hinsdale Subdivision on Nichols Road 2013-02-MAJ

The Board received a preliminary plat application and permits applications for wastewater and storm water. The Board reviewed the project for completeness.

The Board discussed an issue in regards to the amount of conserved land. The Board discussed an issue related to the curb cut.

Maps have different spelling of Mr. Hinsdale's first name.

Project issues:

1. Missing multiple copies;
2. Missing mailing notices for proof of mailings;
3. Missing any previous restrictions on the property; and
4. Missing a street name.

Thea Gaudette made a motion to set this project for preliminary plat on January 28th at 8pm. Scott Gordon seconded the motion. Vote: 5-0-0 with the Chair not voting.

New Business

5. Thea Gaudette will talk to ACRPC about getting copies of the red book.

Adjournment

Philip Russell moved to adjourn the meeting at 9:07pm. The motion was seconded by Chris Acker and passed 5-0-0 with the Chair not voting.

Respectfully submitted,

Wendy Sue Harper
Recording Secretary