

## **Monkton Planning Commission Meeting Minutes 2/06/2018**

Approved: 2/20/2018

Present: Wendy Sue Harper, Ivor Hughes, Lee Mahony, John Brace Sr., Marilyn Cargill, Peter Close, Gayle Grim.

Absent: Foster Collett

Visitors: None

The meeting was called to order by Marilyn at 7.36 pm.

- 1) Minutes. The minutes of 01/16/2018 were moved by Lee seconded by John. They were passed as amended, moved by Ivor seconded by Lee. Wendy Sue was absent for the vote.
- 2) Mail: Letter from Laura Woods Vt. Watershed Management Div. regarding Wetlands Permit 2017-467. This is for accessibility changes to the Raven Ridge Nature Conservancy area off Rotax Road.
- 3) Town Plan. Four meetings are to be scheduled to engage the town residents in the planning process and to solicit inputs. These need to be scheduled in the March and April time frame. No inputs have been received as of this time from ACRPC on necessary data updates for the plan. Wendy Sue to follow up with ACRPC.  
Ivor met with the Monkton Energy Committee to brief them on the Town Plan energy element requirements and request their participation.  
An informational article on the MPC and the Town Plan revisions was printed in the Addison Independent to prime residents to the planned upcoming forums. Ivor also to repeat the text on Front Porch forum.
- 4) Zoning Administrator position. An advertisement was placed in the Feb 1<sup>st</sup>. Addison Independent help wanted ads. The MPC felt that the advertisement should be repeated as well as casting the net to a wider audience including Seven Days. Lee is to contact League of City and Towns. There was discussion regarding clarification of the position, was it for a Zoning Administrator or for an assistant ZA position eventually leading up to the ZA position, as this would influence the initial job description. If this was the situation had the Select Board accounted for dual positions in their budget? Also there appears to be a need to digitize the current records index a task that could possibly be done by the new ZA if they had the skills or contracted and whether this has been budgeted for. Wendy Sue to talk to Selectboard to clarify.
- 5) Laura Farrell ANAC.  
ANAC is looking into having the Fish and Wildlife facilitate a Community Mapping Workshop in Monkton in the next few months. ANAC feel it would be appropriate for the Planning Commission to co-host this. While the MPC endorse this program they currently feel their plate is full with working on the Town Plan.

The next meeting is scheduled for 02/20/2018.

The meeting was adjourned at 8.50 pm. proposed by Peter seconded by John. Passed unanimously.

These minutes respectfully submitted by Ivor Hughes.