

Monkton Development Review Board
Meeting Minutes
July 22, 2014
DRAFT
Approved: XXXX

Attendance:

DRB Members Present: Thea Gaudette, John Winsor, Philip Russell, and Scott Gordon, Curtis Layn (arrived at 8:00pm)

DRB Members Absent: Peter Close, & Chris Acker.

Others in Attendance: Ken Wheeling (ZA), Stephen Pilcher.

John Winsor called the meeting to order at 7:35pm.

Administrative:

1. **Minutes:** The Board reviewed the minutes from 7-8-14. Errors were corrected. Scott Gordon moved to approve the minutes as amended, Philip Russell Seconded this motion. Motion passed with vote 5-0-0.
2. **Revised Forms:** The board reviewed some of the forms. Thea Gaudette has revised some formatting to make the forms easier for applicants. Thea also noted that no language will change, only a few minor adjustments to wording in a few places. These forms will be made available to fill out online. Thea will continue on remaining forms since the board has had a chance to see the direction in which the changes are going. The board reviewed this information with Curtis Layn as he arrived late.
3. **Changes to Open Meeting Law:** Stephen Pilcher came to the board to discuss the open meeting rules that will be enforced, and to let the board know these changes have carried over to website. Stephen will forward this information to the board.
4. **Habitat for Humanity:** Stephen Pilcher brought to the board a suggestion that Monkton has no habitat for humanity affordable housing. He referenced that Cornwall had 4 recently, and would like the board to consider revising the UPD. The board requested more information or details regarding the Cornwall examples Mr. Pilcher.

Old Business:

5. **Mylars to Be Signed:** The Board reviewed and signed a Mylar for John and Linda Phillips. The Board also signed a Mylar for William Goldstein and Kristen Porter.

New Business:

6. **Elections:** Thea Gaudette nominated John Winsor as Chair of the board and Peter Close as Vice Chair of the board. Curtis Layn seconded this motion. Motion passed with vote 4-1-0. Curtis Layn nominated Thea Gaudette as secretary. John Winsor seconded. Motion passed with vote 4-1-0.

Adjournment

7. Phil Russell made the motion to adjourn at 8:18pm . Curtis Layn seconded. Motion passed with vote 5-0-0.

Respectfully submitted,

Miranda Boe
Recording Secretary