



**SELECTBOARD MEETING MINUTES
OF JANUARY 21, 2025**

Members: Don McDowell, Christopher Palermo, Laura Streets, Richard Craig, George Cormier

Absent:

ADMINISTRATION and STAFF: Brent Raymond, Town Manager; Judi Alberi, Executive Assistant

PARTICIPANTS/GUESTS: Martin Green, David Ring, Laura Green, Tom Cloutier, Evelyn Throne, Mary Lou Nichols, Jerry Throne, Jamie Jaret, Jamie Brewster

**participating via Zoom*

4:00PM - CALL SELECTBOARD MEETING TO ORDER

Don McDowell called the Selectboard Meeting to order at 4:00PM at the Tegu Building.

4:01PM - AGENDA CHANGES/ADDITIONS

None

4:02PM - NEW BUSINESS

1. Discussion and possible solution for Interim Zoning Administrator

Don McDowell announced that Todd Thomas resigned as Zoning Administrator and Planning Director. This meeting of the Selectboard and Planning Council is to identify the long-term needs to address these positions, and the short-term actions needed to process zoning permits and business. The long-term decisions will include the Selectboard, Planning Council, DRB, Trustees, and the community coming together to identify the needs and make recommendations for the future.

The short-term goals are immediate due to the need for a Zoning Administrator to process current permits in keeping with the bylaws. Discussion ensued regarding the use of an interim Zoning Administrator which would allow time for a search for a permanent administrator and the consideration of hiring two administrators to manage zoning and planning. The conversation focused on assigning Brent Raymond as the interim Zoning Administrator and Kevin Petrochko as the assistant zoning administrator. It was decided to use a consultant's services, Stone Shore Municipal Consulting, LLC, Ronald Rodjenski, Jr to support the interim staffing. A further discussion of the long-term needs will be arranged soon.

Motion made by Chris Palermo to appoint Brent Raymond as acting administrative officer and Kevin Petrochko as acting assistant administrative officer with duties as per 24VSA4448B and require both appointees to work under the guidance of a contracted zoning expert. Motion seconded by George Cormier. Motion (5/0).

Motion made by Chris Palermo to authorize the engagement of Stone Shore Municipal Consulting,

LLC to provide guidance to the acting Administrator Officer and maintain planning and zoning services during the vacancy of the Planning Director and Zoning Administrator positions. Motion seconded by George Cormier. Motion carried (4/1). Laura Streets Nay

Motion made by Chris Palermo to authorize the town manager to execute the necessary agreements to implement the contract and define the scope of services, compensation, and duration of the contract with Stone Shore, LLC. Motion seconded by George Cormier. Motion (4/1). Laura Streets Nay

Motion made by Chris Palermo to maintain the contractual agreement until a permanent administrator is hired /appointed or the selectboard amends the contract. Motion seconded by George Cormier. Motion carried (4/1). Laura Streets Nay

5:00PM - ADJOURN

Motion made by Chris Palermo to adjourn the Selectboard. Motion seconded by George Cormier. Motion carried. (5/0)

Meeting adjourned at 4:50PM

Submitted and filed this 1/27/2025.

Bonnie McDermott, Scribe

Please note all minutes are in Draft form and are subject to approval at the next Selectboard meeting.