SELECTBOARD MEETING MINUTES
OF FEBRUARY 20, 2025

Members: **Selectboard Members:** Don McDowell, Christopher Palermo, Laura Streets, Richard Craig, George Cormier; **Planning Council Members:** Etienne Hancock, John Meyer, Jamie Morris,
Absent: Wally Reeve, Josh Goldstein; **Development Review Board Members:** Gary Nolan, Donnie Blake, Paul Trudell, Mary Ann Wilson, Susanna Burnham

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

PARTICIPANTS/GUESTS: Evelyn Throne, Jerry Throne, Kevin Petrochko, Ron Stancliff, Martin Green, Bob Heanue

**participating via Zoom*

5:30PM - CALL MEETING TO ORDER
Chris Palmero called the Special Meeting to order for SB, PC, & DRB at 5:30 PM at the Tegu Building.

5:31PM - AGENDA CHANGES/ADDITIONS
None

5:32PM - NEW BUSINESS

1. **David White, FAICP, Principal Sterling Mountain Community Planning & Design, presentation on Planning and Zoning Administrator models commonly used by Vermont municipalities.**
   Chris Palermo introduced David White and shared his extensive background and experience in community planning with the members of the Selectboard, Planning Council, and the DRB in attendance. Mr. White gave a presentation covering the following items:
   1. The role of a town's Planning function.
   2. Staffing descriptions and roles: Planning is the work of the Planner; Regulatory function is the work of the Zoning Administrator.
   3. Types of staffing alternatives: a single person doing both jobs, two separate people for the separate functions, and a Planning Office with
      Planning Director and staff,
   4. A comparison of similarly sized communities and their staffing options,
   5. Most VT communities have a Planning Commission and a Planner; Morristown has a Planning Director and a Planning Council,
   6. Duties of Planning Director, Power, and Duties of Planning Commission.

   Mr. White suggested that a community of the size and complexity of Morristown & Morrisville would be too much for 1 person. Two positions make sense at a minimum either a Planner/ZA and an Asst. Planner/Deputy ZA, or a separate Planner and Zoning Administrator.

   Discussion followed with the consensus for the town to have a planning commission with a planner

reporting to both the DRB and the planning commission. There was concern that one person would need administrative support to do the work of both planning and zoning. It was acknowledged that Morristown is unique, and the town needs an experienced professional to make a seamless transition assuming the workload of the planning and zoning functions.

7:00PM - ADJOURN

Motion made by George Cormier to adjourn the Selectboard. Motion seconded by Richard Craig. Motion carried. (5/0)
Motion made by Wally Reeve to adjourn the Planning Council. Motion seconded by John Meyer. Motion carried. (5/0)
Motion made by Susanna Burnham to adjourn the DRB. Motion seconded by Donnie Blake. Motion carried. (5/0)

Meeting adjourned at 7:00 pm
Submitted and filed this 2/20/25.
Bonnie McDermott, Scribe

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