

Meeting Notes  
North Bennington Planning Commission  
Wednesday October 26, 2022

The meeting was held at the Depot office and was called to order at 6:56 PM by Co-Chair, Kim Hall. Other Commission members present were Chris Damon and Mary Rogers, constituting a forum. Members Bob Howe, Matthew Patterson, and Steve Lenox were unable to attend. Jim Sullivan, Director, BCRC also attended.

Minutes of the September 21 meeting and the October 6 Special meeting were reviewed. Kim Hall made a motion to accept both meeting Minutes. Chris Damon seconded the motion which was so voted.

Member Mary Rogers discussed the need for an interview committee to meet with prospective candidates for the Zoning Administrator position. A three-member core committee would preside over interviews with any member of the Planning Commission attending as schedules permit. The three members agreeing to such are Kim Hall, Chris Damon, and Tara Lowary. A list of questions will be developed for all candidates, with interviews progressing as appropriate for individuals. Member Chris Damon suggested that interviewing for both ZA and Assistant ZA would be wise. Ms. Rogers made a motion to accept the process described here, which Mr. Damon seconded. Motion passed.

Mr. Sullivan noted some information that may be of assistance through BCRC for the eventual successful candidate, including limited training in the Spring.

Mr. Hall provided a list of additional definitions beyond those adopted at the September meeting in Section 3 of the revised bylaw draft. These were reviewed and discussed noting the clarity their inclusion would add to the final document. The definition and bylaw treatment of short-term rental housing was discussed. Mr. Sullivan noted some municipalities address this via ordinances involving registries. Others treat short term rentals as a dwelling unit. The Committee took no action on the issue. Ms. Rogers made a motion to accept the additional definitions as presented. This was seconded by Mr. Damon and so voted. The additional definitions are included in these Minutes.

After lengthy discussion, Mr. Hall made a motion to review and adapt the Town of Westford's Administrative Procedures for Village use. Mr. Hall noted the comprehensive and clear order of the Westford document and how it can augment our current bylaw. Mr. Hall will edit and make recommendations at the November meeting. Ms. Rogers seconded the motion. Motion passed.

The committee discussed several future topics that Mr. Hall presented in the Agenda. After agreeing to the importance of these topics, it was decided to defer any decisions until the full committee was able to meet.

Ms. Rogers noted that the next meeting is Wednesday November 16<sup>th</sup>. Mr. Hall motioned to adjourn at 8:30 PM, seconded by Mr. Damon and so voted.