

Mount Holly Planning Commission

January 17, 2005

Meeting Minutes

Members Present: Lisa Freeman, David Hoeh, Peter Smith and Bob Herbst

Members Absent: Millicent Johnson

Others Present: Paul Conner and Randy Bixby

1. Meeting was called to order at 7:30 p.m. by Lisa Freeman.

David Hoeh spoke to formally recognize the fact that this was Martin Luther King Day. He also wished the minutes to reflect recognition of Mount Holly resident, Miles Richards who served the Town in so many capacities over the years. The members expressed their sadness at his passing.

2. Minutes of October 28 and November 15, 2004 were accepted as presented.

Old Business: none

New Business:

3. Planning Commission Rules of Procedure and Election of Officers
 - a. **Motion** by David Hoeh to define "recusal" in the Rules of Procedure. There was no second to the motion.
 - b. **Motion** (Smith, Hoeh) to revisit "Conflicts of Interest" and "Recusal" at the second meeting following the availability a model policy from the Vermont League of Cities and Towns. Passed.
 - c. David Hoeh initiated discussion regarding the need for all members of the Commission to approve any correspondence sent out by the Chair.
Motion (Hoeh, Herbst) to table further discussion on the matter. Passed
 - d. **Motion** (Smith, Herbst) to nominate Lisa Freeman as Chairperson. Passed
 - e. **Motion** (Smith, Herbst) to nominate Millicent Johnson as Recording Secretary. Passed
4. Draft Land Use Ordinance was discussed
5. Schedule for presentations to community organizations will be set up by Lisa and sent by email to Commission members.
6. 2005 Planning Grant Application was denied. There were applications totaling \$180,000. Only \$95,000 was available.
7. Planning Commission budget for 2005 will be \$4,000.
8. Planning Administrator Job Description will be discussed at next meeting.

9. **Mumbar et al.:** Request for change in subdivision status. Motion (Hoeh, Smith) to inform them that we have no jurisdiction to act. Lisa will send letter to inform them.
10. New Building Registration Forms were signed off for
 - a. Robert **Swartz**, 605 Bowlville Road, new construction
 - b. Mary and Randy **Hawkins**, 379 Packer Road, mobile home (temporary)
 - c. Nick and Linda **Gwiazola**, 184 Dawley Road, renovation
11. Wastewater Application/Permits were reviewed for
 - a. Robert and Melissa **Swartz**
 - b. **Booth et al.**
12. Septic System Drawings: none received.
13. **Motion** (Herbst, Hoeh) to continue discussion on Proposed Land Use Ordinance until no later than 9:30 p.m. Passed

Meeting was adjourned at 9:32 p.m.

Respectfully submitted,
Robert G. Herbst