



Town of Mount Holly Planning Commission

Town Office & Remote Electronic – Regular Meeting Minutes

Tuesday, September 16, 2025

7:00 P.M.

Commission Members Present: Jon McCann (Chair), Jim Seward (Vice Chair), Andrew Seward, Andrew Schulz (Secretary via Zoom), Stephen Michel

Also present: Ron Unterman, Charlie Baker, Savannah Baker, and Kathy Leber

A video recording of this meeting can be found at: <https://okemovalley.tv/mount-holly-planning-commission-916-11>

1. Chair called the meeting to order at 6:30 pm

2. Changes to agenda

Chair proposed adding the following items to the agenda: add to subdivisions, the not-yet complete application from the Kelleys for their property on Bowlsville Road; add to reports: a letter received by the Town Clerk regarding the minutes from last month's meeting. There were no objections to adding these items.

3. Approval of minutes

a. The minutes of the August 19, 2025 regular meeting were approved without objection.

4. Reports & Announcements

a. Administrative Officer. Chair read the Administrative Officer's written report, a copy of which is attached.

- i. The Commissioners discussed the status of the Administrative Officer's request for an Act 250 Jurisdictional Opinion regarding the Belmonts Store, and the work being done at the store.
- ii. The Commissioners discussed the unsuccessful efforts to deliver a letter by certified mail to the owner of camper in flood zone area.
- iii. Charlie Baker one of the owners of the former Blue Spruce Inn reported that they have submitted the FHA application and have been in touch with Kyle Medash of the State.
- iv. The Commissioners discussed Kathy Leber's letter expressing concern about the Planning Commission's perceived reliance on an anonymous letter. The Commissioners agreed that an anonymous complaint cannot be ignored but also should not be credited without independent investigation and then consideration of what, if any, action should be taken. The anonymous complaint in this case was handled properly, in that the Town Clerk forwarded it to the Administrative Officer, who made inquiries to determine whether there was a factual basis for the complaint. It was also noted that

someone might have had a good reason to remain anonymous, such as, for example, for fear of some kind of retaliation.

- v. The Commissioners discussed whether a BCR had been filed in connection with the work being done near the bottom of Sawyer Hill Road.

b. Planning Commission Chair

Chair noted that the Rutland Regional Planning Commission has sent out its final land use map, but has nothing more to report. The Commissioners discussed the changes that the RRPC had made to the map in response to the Town's feedback.

5. Correspondence

a. Subdivision proposals

- i. Before the next meeting date (10/21 at 6:00 pm) there will be a hearing on the Siegardner subdivision amendment. The Administrative Officer has either sent out notice or is about to do so.
- ii. Kelley Subdivision. The Chair read a letter from Lisa Kelley, which appeared to be following the checklist in the subdivision regulation. Discussion ensued concerning the information provided, following which the Commissioners agreed that the Administrative Officer should follow up with Lisa Kelley as to a number of questions, and that Lisa should come in and meet with the Commission to review their plans and the subdivision requirements.

6. Email / Other

The Chair reports to Kathy Leber the Commissioners' discussion about the anonymous complaint (Ms. Leber arrived after the Commissioners had discussed her letter).

Chair has no other correspondence or email to report.

7. New Business

Garrow sub-division: The Commissioners discussed the proposed fire pond easement prepared by Mr. Garrow's attorney, and agreed to request certain specified changes.

8. Unfinished business

Commissioners discussed the need to begin work on revisions to the Subdivision Regulations.

9. Public comments

Chair describes a comment that Allissa Chronert made to the Administrative Officer. Ms. Chronert apparently took exception to how the Chair described a meeting that he and Commissioner Schulz had with Quin Mann regarding the Belmont Store's cooperation with the State with respect to Act 250 jurisdiction. Chair and Commissioner Schulz reviewed their conversation with Quin Mann, and agreed that the Chair's characterization of that conversation was accurate.

10. Upcoming meetings

October 21 at 6:00 pm hearing, followed by regular meeting

11. Meeting adjourned at 7:17 pm

For the Commission,

Andrew Schulz, Planning Commission Secretary

In draft form until approved on October 21, 2025