

DRAFT 8/14/25 MINUTES

APPROVED ON \_\_\_\_\_

On \_\_\_\_\_, \_\_\_\_\_ moved to approve the 8/14/25 minutes as drafted (OR AMENDED) and \_\_\_\_\_ seconded. The Board unanimously approved and on \_\_\_\_\_, Melissa Manson signed the 8/14/25 minutes as drafted and submitted them to the clerk for publication.

**TOWN OF FAIRFIELD**  
**PLANNING COMMISSION AND ZONING BOARD OF ADJUSTMENT**  
**SPECIAL MEETING MINUTES**

**Thursday, August 14, 2025, 5:30 PM**

**Members Present:** Aaron Forbes, Dan Pipes, Melissa Manson (Chair), Vanessa Kittell, Julia Callan, Demetrius Bolduc

**Not Present:** Don Wells

**Minute Taker:** Vanessa Kittell

**Public Present:** None

**Meeting, Called to Order**, 5:30 p.m., and the Board determined a quorum was established.

1. **Adjustments to Agenda:** None. Julia Callan moved to adopt as amended and Dan Pipes seconded. Board unanimously approved.
2. **Executive Session for Zoning Administrator Candidate Interviews:** Vanessa Kittell moved to enter Executive Session and Dan Pipes seconded. Board unanimously approved. At 7:19 p.m., Dan Pipes moved to exit Executive Session. Julia Callan seconded. The Board unanimously approved.

Interview of three candidates concluded with an additional interview to occur on Sept. 3, 2025. No decisions reached.

3. **Confirmation of next meeting:**
  - a. Regular Monthly Meeting of DRB/PC: Wed. Sept. 3, 2025
  - b. Bylaw Review Meeting: Monday, Sept. 15, 2025
4. **Adjourn:** Vanessa Kittell moved to adjourn and Julia Callan seconded. Meeting adjourned at 7:20 p.m.