

MINUTES

APPROVED AS AMENDED ON 4/1/2024

**TOWN OF FAIRFIELD
PLANNING COMMISSION AND ZONING BOARD OF ADJUSTMENT
MEETING MINUTES
March 4th, 2024, 7:00 PM**

Members Present: Aaron Forbes, Demetrius Bolduc, Dan Pipes, Peter Burns, Melissa Manson (Chair), Don Wells, Vanessa Kittell

Members Not Present: None

Minute Taker: Steven True

Town Staff Present: Steven True, Zoning Administrator

Applicants Present: None

Public Present: Emily Biron, Sorel Chaput, Lynda Ulrich, Albert Menard, Dawn Menard, Cathay Branon, Liesl Ulrich-Verderber, Chuch Verderber, Andrew Wallace, Michael Menard

1. **At 7:05 PM:** The meeting was opened, and a quorum was established.
2. **Adjustments to and adoption of the agenda:**
 - a. Dan Pipes requested that the items under the deliberative session be moved out of a deliberative session. Agenda amended accordingly.
3. Vanessa Kittel and Don Wells were recognized as new board members.
4. Discussion of the upcoming vacancy of Fairfield's Northwest Regional Planning Commission board seat.
 - a. Demetrius Bolduc introduced the role as being vacated by Doug Grant and described the 1 to 2-year appointment as participating in monthly meetings, covering legislative and regional planning topics.
 - i. Chuck Verderber spoke about his participation as a recent appointee
5. **7:10 Review and Approve Meeting Minutes:**
 - a. **MOTION** by Aaron Forbes to approve March 4th minutes as submitted, seconded by Peter Burns. The motion was unanimously approved.
6. **Public Comment:**
 - a. Emily Biron asked about the steps the planning commission was planning to take to align the town plan and bylaws. Melissa mentioned that this discussion was next on the agenda.
7. **Planning Topics:**
 - a. The zoning Administrator spoke about the process of amending bylaws, specifically referencing 24 V.S.A 4441 & 4442

- b. Melissa Manson spoke about the Selectboard approval of certain funding for a work engagement with the Northwest Regional Planning Commission to address the question of alignment of the Town Plan to the Bylaws. Greta Brunswick to attend the next planning commission.
 - c. General discussion among members about past bylaw changes and the former town plan adjustments.
 - d. Vanessa Kittell asked for details about roles and procedures.
8. Confirmation of next meeting and events of interest.
 - a. The next regular monthly meeting is on **April 1st at 7:00 P.M.**
9. **MOTION:** to adjourn is made by Melissa Manson and seconded by Aaron Forbes at **8:02 P.M.**