

Fair Haven Planning Commission
Town of Fair Haven - May 15, 2024 - Regular Meeting

Commissioners Present: Robert Richards - Chair, Cindy Pritchard, Jason Coupal - vice-chair

Commissioners Absent: Patrick Frazier, Lorraine Brown

Others Present: Phil Adams - Zoning Administrator, Jennifer Jackson - minute-taker

Agenda

1. Call to Order:

The meeting was called to order at 7:05 pm by Chairman Richards. He added to the agenda the review of the Public Hearing Minutes.

2. Review of Minutes of Previous Meeting:

Approval of Minutes: Special meeting - May 1, 2024; Town Plan Update

Chair Richards asked for a motion on the minutes of the Public Hearing on the Town Plan Update. Mrs. Pritchard **motioned to approve the minutes as written from the May 1st Planning Commission Public Hearing on the Town Plan Update.** The motion as seconded by Chair Richards. Chair Richards asked for a vote on the approval; Mr. Coupal asked the commissioners if they believed the minutes to be a true and accurate record of the meeting as he was absent from the meeting. Both Chair Richards and Mrs. Pritchard agreed that the minutes were accurate. All were in favor of the motion and the motion passed.

Approval of Minutes: Regular meeting - May 1, 2024

Mr. Richards called for a motion on the minutes from the regular meeting on May 1st 2024. Mrs. Pritchard **motioned to approve the minutes as written from the May 1st Regular Meeting.** The motion as seconded by Chair Richards. Chair Richards asked for a vote on the approval; Mr. Coupal asked the commissioners if they believed the minutes to be a true and accurate record of the meeting as he was absent from the meeting. Both Chair Richards and Mrs. Pritchard agreed that the minutes were accurate. All were in favor of the motion and the motion passed.

3. New Business: None

4. Other Business:

a. Review of Mail:

Chairman Richards read aloud a memo from the Board of Selectmen for Fair Haven. (The memo is included at the end of the minutes). The memo was dated May 14, 2024 and addressed to the Honorable Members of the Fair Haven, Vermont Planning Commission. The memo was alerting the Planning Commission to the Selectboards intent to layout a portion of Munger Rd.

b. Zoning Administrators absence for a vacation

ZA Adams let the Planning Commission know that he was intending to take a vacation soon to see family in the South. The date of his vacation is undetermined as of yet. He is planning on

taking 2 weeks. He wasn't sure how to conduct zoning business in his absence or if there was a designated assistant to conduct the business. Chairman Richards stated that ZA Adams should just publicly notify the Town of his absence and zoning matters will just be put on hold while he is away. ZA Adams stated he would leave the Planning Commission with everything needed if there was to be a meeting in his absence.

c. Public Comment: None

5. Adjournment:

Mrs. Pritchard **motioned to adjourn the meeting at 7:17pm.** The motion was seconded by Mr. Coupal. All were in favor and the motion passed.

**** Next Regular Meeting****

June 5, 2024

Respectfully Submitted,
Jennifer Jackson, Minute-taker

Town of Fair Haven

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To: The Honorable Members of the Fair Haven, Vermont Planning Commission

From: The Most notable Board of Selectmen of Fair Haven, Vermont

Date: Fourteenth of May in the year of Two Thousand Twenty-Four

Honorable Members,

The Fair Haven selectboard intends to layout a portion of road known as Munger Rd. The road is situated East of the Air Park. The start of said portion road will be located at the curve in airport road where the current Red Gate is located, the road going north along the East side of the Air Park. The portion of road to be laid out will then terminate approximately 3,500 feet due north where the current portion of Munger Rd. meets the farm road owned by the Sheldon Family.

Please consider this the selectboards 30-day notice to the Planning Commission which is required under 19 V.S.A Chapter 7. The board of selectmen will meet at the aforementioned Red Gate on the 21 of June 2024 at 9:30 o'clock to view the portion of highway in question.

So signed this 14th day of May 2024 by the Fair Haven Selectboard

