

**CITY OF VERGENNES
DEVELOPMENT REVIEW BOARD
MINUTES
SPECIAL MEETING
MONDAY, JANUARY 19, 2015**

Members Present: Jason Farrell-Chair, Tim Cook, Peter Garon, Jason Mullin,
Don Peabody, Steve Rapoport

Members Absent: Brent Rakowski

Guests: None

Present: Zoning Administrator Mel Hawley

1. **Ratification of Action Taken at January 5, 2015 Regular Meeting**

The reason for the special meeting was ratification action taken at the regular meeting held on January 5, 2015. Zoning Administrator Hawley explained that the new open meeting law requires that agendas be posted in three places and on the City's website at least 48 hours in advance of a public meeting. He reported that he had distributed the agenda on Friday, January 2, 2015 for the regular meeting held January 5, 2015 to members of the Board but it was only posted at City Hall. The Addison Northwest Supervisory Union District office was closed so he was not able to post it there. It was also not posted at the information booth either but there is a notice there that indicates that the Development Review Board meets on the first Monday of the month at 7 p.m. at City Hall. As for the website, he explained that the City is in the process of moving the server to the cloud and was not able to access the log-on to post the agenda to the website on Friday or even Monday. When the open meeting law is not specifically followed, it is suggested that ratification of any actions be taking within fourteen days of the infraction. Don Peabody moved to ratify all actions taken by the Development Review Board at their regular meeting held January 5, 2015. The motion was seconded by Peter Garon with all voting in favor.

2. **City of Vergennes, Vergennes Veteran's Memorial Park, 47 East Street, Pre-School Playground, Site Plan Review (See Section 311)**

Mel Hawley, in his capacity as City Manager, shared an updated version of the site plan prepared by LandWorks for the pre-school playground proposed to be located in front of the Sam Fishman Swimming Pool bathhouse on East Street. He reported that an elevation drawing for the boat is forthcoming./ Jason pointed out that the plan makes reference to a narrative and suggested that be provided a the hearing.

3. **Adjournment**

The meeting adjourned at 6:45 p.m.

Respectfully submitted,

Mel Hawley
Acting Recording Secretary