

**Town of Plainfield Development Review Board (DRB)
Public Hearing and Meeting,
March 8, 2023 by Zoom
Minutes – Approved**

Agenda:

Call meeting to order

Review Agenda - make any adjustments

Review and Adopt Heidi Wilson ZPA 2022-20 Boundary Line

**Adjustments between Heidi Wilson and Andrea Miksic. Properties located at
113 and 133 Creamery Street**

Review and Approve 2023-02-08 DRB Meeting Minutes

Other Business

Adjourn

Present: Development Review Board members Janice Walrafen (Chair), Seth Mullendore, Mary Niebling, and Jim Volz.

Chairperson Walrafen called the meeting to order at 7:04 pm.

Review Agenda - make any adjustments:

Walrafen suggested adding to Other Business a discussion about working with the new Town Administrative Assistant to have this and future DRB meeting minutes drafted. Volz stated that the Administrative Assistant would use the meeting audio recording to draft minutes rather than attending in-person.

Walrafen suggested adding to the agenda a discussion regarding the DRB search for new members. Volz suggested advertising online on Front Porch Forum. Niebling stated it would be good to first discuss a potential vacancy with DRB member Alice Sky who needs to take time away from the DRB. Walrafen noted that she understands the DRB can have up to seven members and that she'll do research to confirm. She states she'll follow up with Sky to determine their interest in continuing to hold their seat on the DRB.

Walrafen asked about information provided in the current Town Report, noting that the DRB is not included in the 'Commissions and Select Board Regular Meetings' section of the report. Volz stated that he will look into the matter. Walrafen questioned whether the DRB had been omitted from that section of the Town Report due to the DRB meetings not being held as regularly as they had been in the past. She shared that she had posted the agenda for this meeting at the Town Office. Niebling questioned whether the DRB meeting agenda's should also be posted on Front Porch Forum. Volz stated his understanding that DRB meeting agendas only

need to be posted at the Town Office and on the Town website. He questioned whether this was a valid meeting due to the agenda not having been posted on the Town website.

Review and Adopt Heidi Wilson ZPA 2022-20 Boundary Line Adjustments between Heidi Wilson and Andrea Miksic. Properties located at 113 and 133 Creamery Street:

Walrafen, Volz, and Niebling discussed corrections to the decision. Walrafen corrected the decision, removing Mullendore's name and changing the language to read "the decision carried 3-0". There was no further discussion. **Niebling moved to adopt the decision. Mullendore seconded. The motion carried unanimously.**

Review and Approve 2023-02-08 DRB Meeting Minutes:

Niebling moved to approve the minutes for the February 8, 2023 DRB meeting. Volz seconded. The motion passed unanimously.

Other Business:

There was no other business.

Adjourn: Walrafen moved to adjourn at 7:12 pm. Niebling seconded. The motion carried unanimously.

Minutes respectfully submitted by Kristin Brosky, Town Administrative Assistant.