

1 **TOWN OF Chester**
2 **PLANNING COMMISSION**
3 **March 29, 2021 Draft Minutes**

4 **Commission Members Present:** Tim Roper, Peter Hudkins, Cathy Hasbrouck and Barre Pinske
5 via Zoom Teleconference.

6 **Staff Present:** none.

7 **Citizens Present:** Cheryl Joy Lipton.

8 **Call to Order**

9 Tim Roper and Cathy Hasbrouck called the meeting to order around 6:30 PM. Given that the
10 Planning Commission had no elected chair or vice-chair, but was not willing to have a full
11 reorganizational meeting that day, Peter Hudkins moved to elect a temporary chair to serve for
12 the duration of this meeting and to start the next meeting on April 5, 2021. Tim Roper clarified
13 the duration of the temporary chair's position. It will end upon the election of a new chair at the
14 meeting on April 5. Barre Pinske suggested modifications to the plan, but no one felt changes
15 were needed. Since Tim Roper had added to Peter Hudkins motion, Peter Hudkins seconded
16 Tim's addition. A vote was taken and the motion passed.

17 Barre Pinske nominated Tim Roper to be temporary chair. Peter Hudkins nominated Cathy
18 Hasbrouck to be temporary chair. There were no further nominations.

19 Peter Hudkins said he thought it would be easier for Cathy Hasbrouck to manage affairs at the
20 moment since she will be at the Town Hall frequently in the next week tending to other duties.
21 Tim Roper said he was concerned that Cathy would have too much to do given that she is
22 already the Recording Secretary, a member of the Planning Commission and Interim Zoning
23 Administrator. He expressed confidence in her abilities and was concerned about the potential
24 appearance of impropriety. Barre Pinske was similarly concerned, though he felt it being only a
25 week until the next meeting mitigated the burden somewhat. He thought letting someone else try
26 out the job would be helpful. Hugh Quinn thought that whoever would be most efficient for this
27 limited time would be a reasonable choice. He noted that Cathy appeared to have been
28 coordinating things to date.

29 Cathy Hasbrouck said she wondered what the duties of the chair would be for carrying out
30 whatever decision the Planning Commission made about replacing the Zoning Administrator in
31 the coming week. Barre Pinske asked if the Recording Secretary was allowed to be the chair.
32 Cathy Hasbrouck said it had been the chair's responsibility to do the minutes in the past.

33 A vote was taken. Tim Roper and Barre Pinske voted for Tim Roper. Peter Hudkins, Hugh
34 Quinn and Cathy Hasbrouck voted for Cathy Hasbrouck. Cathy Hasbrouck would be temporary
35 chair until a new chair was elected at the next meeting on April 5, 2021.

36
37 **Agenda Item 1, Discuss recommending a candidate for the Zoning Administrator position**
38 **to the Selectboard.**

39 Cathy Hasbrouck began by noting that there were several applicants for the Zoning
40 Administrator job in November. The Planning Commission had ranked the candidates and Greg

1 Kepler was only one-half point behind the leader in the voting. The other applicants were
2 Melissa Howe, with little government experience and William Goodwin who held the Zoning
3 Administrator job in two other towns.

4 Barre Pinske asked why the Planning Commission was going through the formality of a meeting
5 when it had already recommended Greg Kepler as a back up for their first choice of Jill Barger.
6 He asked why didn't they just call Greg Kepler and ask him if he was still interested. Cathy
7 Hasbrouck explained that it would be awkward to inquire about a candidate's interest in the job,
8 only to retract it if the Planning Commission decided not to make an offer to the candidate. She
9 said the question before the Planning Commission was to decide to offer the job to Greg Kepler
10 or open the job to other candidates.

11 Tim Roper moved to recommend Greg Kepler for the position to the Selectboard. Peter Hudkins
12 seconded the motion. Hugh Quinn, having read the minutes of the November meeting when the
13 interviews took place endorsed the idea. Barre Pinske also favored the idea. The Commission
14 agreed that interviewing Greg a second time was not necessary. The procedure for
15 recommending Greg Kepler to the Selectboard for the job included Greg discussing the job's
16 responsibilities and pay with Julie Hance, the Town Manager. A vote was taken and the motion
17 to offer the job to Greg Kepler passed unanimously. Cathy Hasbrouck agreed to call Greg that
18 evening and offer him the job.

19 Hugh Quinn asked what the Planning Commission would do if Greg Kepler did not accept the
20 job. He then moved that if Greg did not accept the job, the Planning Commission would
21 advertise for new candidates. Tim Roper seconded the motion. A vote was taken and the motion
22 passed unanimously.

23 Tim Roper moved to adjourn the meeting. Peter Hudkins seconded the motion. A vote was
24 taken and the meeting was adjourned.