

**Wednesday February 28, 2024 6:00 PM**  
**Meeting Notes**

Members in Attendance:

Michael Pugliese  
Gordon Dossett  
Robert Zeif (*Chair*)  
David Kiernan

Others in Attendance:

Mia Smith- Secretary

1. Call to Order by Rob Zeif at 6:02 pm.
2. Introduction of Board Members and speakers by Rob Zeif: David Kiernan, Gordon Dossett, Michael Pugliese. Mia Smith, secretary.
3. Additions / Deletions to the agenda-none.
4. Approval of Minutes – January 17, 2024
  - Rob Zeif asks for motion for 1/17/24 minutes
  - Gordon Dossett makes grammatical edits.

Mover: David Kiernan  
2nd: Michael Pugliese  
Result: Passed
5. Zoning Administrator Update
  - Donny Dorr bought Jenks' family property, plans to demo house and will construct a new building.
  - Regarding Residential Building Energy Standards (RBES), ZA can't issue certificate of occupancy without permit, permits must be applied for by a builder or a homeowner/builder when any other permit is pulled.
  - ZA has made a cheat sheet with instructions on how to file RBES with the town clerk and state.
  - Rob Zeif says this is a topic that should be discussed with selectboard under the responsibilities of the ZA. Recommends at a minimum, the town website should instruct anyone building in town to follow specific process/procedures reflecting town bylaws.
  - Michael Pugliese asks if RBES permit applies to all sized jobs, Dave Kiernan responds that any job that a permit is pulled.

- Dave Kiernan says that he would like to look into the certificate of occupancy, and think about if they want to drop the line specifying RBES.
- Rob Zeif and Dave Kiernan use an example of Hill Farm missing a certificate of occupancy, missing documents from an architect- what are the consequences when a building is not in compliance?
- Dave Kiernan discusses the process of going to environmental court and making appeals.
- Rob Zeif says that keeping the language on permit of occupancy will help people that are out of compliance come into regulation more quickly.
- Rob Zeif asks Dave Kiernan about an ad in the Stratton Magazine about >12 lots up for development in Sunderland. Dave Kiernan doesn't know and will look into it.
- Michael Pugliese asks about subdivision plans off North Road, David Kiernan says those permits and plans have lapsed over time.

6. Town Village update- none.

#### 7. STR Update

- Rob Zeif warns of meeting on Wednesday, March 21st, at 6 pm at Town Offices.
- Dave Kiernan says that they need an ad in the Bennington Banner, posted in 3 places in town, and all bordering towns need to receive info.

#### 8. Bylaws Update

- Dave Kiernan says cleaning up town bylaws is a work in progress.
- Rob Zeif asks about a grant from BCRC to help, Dave Kiernan responds that it will depend on how much money remains in the fund.
- Dave Kiernan says he will first make an index so that topics are accessible.
- Board makes a plan to schedule a work session to organize bylaws.
- Rob Zeif says the timing for reorganizing is good because if the Village Designation happens, the Planning Board can make a new town zone.

#### 9. Old Business

- Rob Zeif asks about the status of town signs, secretary Mia Smith gives an update from Monday's Selectboard Meeting.
- Discussion about whether a member of the selectboard can be on the planning board (specially Michael Pugliese, planning board member running for selectboard).
- Dave Kiernan asks about when transition from interim ZA to official position will happen.

- Rob Zeif asks for a motion to elect Dave Kiernan to Zoning Administrator (from interim).

Mover: Gordon Dossett

2nd: Michael Pugliese

Result: Passed

10. Public Comment – Visitors / Concerned Citizens-none.

11. Next Meeting March 27, 2024. Special STR meeting March 21 @ 6pm.

12. Adjourn at 6:40 pm.

Mover: Gordon Dossett

2nd: Dave Kiernan

Result: Passed