

## **Minutes of the East Montpelier Planning Commission**

### **March 15, 2018 Planning Commission Meeting**

**PC Attendance:** Chair Jean Vissering, Scott Hess, Norman Hill, Ray Stout, Jay Stewart, Kim Watson; Zoning Administrator Bruce Johnson

**Public Attendance:** Michelle McFadden

Chair Vissering called the meeting to order at 5:50 p.m.

**Additions to Agenda: None**

**Public Comment: None**

### **2018 Municipal Planning Grant for Zoning Regulation Revisions: Consultant Selection Process**

- **Review of Interview Process**
  - Chair Vissering provided an overview of the interview protocol and candidate scoring methodology.
- **Candidate Interviews**
  - The PC met with four potential consultants:
    - Brandy Saxton of PlaceSense
    - Clare Rock of the Central VT Regional Planning Commission
    - Chris Sargent of DuBois & King, Inc.
    - Juli Beth Hinds of Birchline Planning LLC
      - Bob Barber of Birchline Planning LLC also participated for a portion of the interview by speakerphone.
- **Discussion of Interviews and Next Steps**
  - PC members briefly discussed the interviews. The PC will review the candidate submissions, interviews, and references at its March 22, 2018 meeting. The intent at that meeting is to rank the candidates and select a top choice with whom to pursue a contract agreement.

**Other Business: None**

**Motion: To adjourn.** Made by Mr. Stout; second by Ms. Watson. Passed unanimously. Meeting adjourned 9:15 p.m.

Respectfully submitted by Bruce Johnson, Zoning Administrator

**Approved: March 22, 2018 East Montpelier Planning Commission meeting**