

Town of Richford
Special Meeting of the Planning Commission
Minutes of 10/18/24

Meeting called to order @ 10:01 am

Members Present: Jacques Desautels, Renee Patterson, and Mark Waterhouse by phone.

Guests: Marissa Tessier, Town Administrator, Kiley Deuso, Town Clerk

New Business:

a.) Nomination for Assistant Zoning Administrator:

Marissa explained that the Selectboard filled the position of Housing Code officer with Karen Cangelosi. Since this position works closely with the Zoning Administrator and the Zoning By-laws it was desired that Karen be considered to assist the ZA to aid in enforcement and compliance on a part time basis. Karen has experience in the zoning office as she previously held that position and is familiar with the job. Mark believes that the position should be advertised again to the public to see if others would be interested in applying as Assistant ZA. Others on the board felt that we did our due diligence in that respect in the past without success in finding a candidate that would be willing to work only part time and without benefits. After some discussion Renee moved to take up the vote in favor of nominating Karen Cangelosi as Assistant Zoning Administrator and Jacques 2nd. Vote yes - 2, No - 1. So moved.

Meeting adjourned @ 10:16 am

Respectfully submitted,
Renee J Patterson, Board Chairperson