

**Meeting of the Waterbury Select Board  
February 24<sup>th</sup>, 2016  
Steele Community Room  
28 North Main Street**

Present: C. Viens, D. Schneider, M. Frier, and J. Brown, Select Board; W. Shepeluk, Municipal Manager; and S. Lotspeich, Community Planner.

The meeting of the Select Board was called to order at 5:40pm.

**APPROVE AGENDA**

M. Frier made a motion to approve the agenda. The motion was seconded by J. Brown and passed unanimously.

**PUBLIC**

There was no public present.

**CONSIDER APPOINTMENT OF ZONING ADMINISTRATOR**

D. Schneider asked S. Lotspeich to bring the Board up to speed on the appointment of a Zoning Administrator. After hearing the process of hiring a new Zoning Administrator and reporting about candidates that had applied, S. Lotspeich reported that the Planning Commission has nominated Christina Bookmyer-Baker for the three year term as Zoning Administrator. The Board members asked a few questions.

J. Brown made a motion to appoint Christina Bookmyer-Baker to a three year term as Zoning Administrator subject to completion of a background check and negotiations with the Municipal Manager. The motion was seconded by M. Frier and passed unanimously.

**APPROVE PUBLIC HEARING NOTICE ON MARCH 21<sup>ST</sup> FOR CLOSE-OUT OF MUNICIPAL BUILDING GRANTS**

The Board considered the need to hold public hearings related to CDBG grants received for the planning and construction of the Municipal Center. M. Frier made a motion to approve the Notice of a Public Hearing for the \$50,000 and \$1,000,000 CDBG grants; said hearing to be held on March 21<sup>st</sup> at 7:10pm. The motion was seconded by J. Brown and passed unanimously.

There being no further business, the meeting adjourned at 6:05pm.

Respectfully submitted,

William Shepeluk, Municipal Manager

Approved on: March 7, 2016