

**Waterbury Village Board of Trustees Meeting  
Steele Community Room – 28 North Main Street  
February 19, 2016**

Attendees: Lawrence Sayah and Natalie Sherman, Trustees; William Shepeluk, Municipal Manager; and Steve Lotspeich, Community Planner

**Opening and Call to Order**

N. Sherman called the meeting to order at 9:04am.

**Consider any Modifications to the Agenda**

There were no modifications to the Agenda

**Public**

There was no public comment.

**Consider Appointment of Zoning Administrator**

The Trustees discussed the nomination of Christina Bookmyer-Baker for the position of Zoning Administrator that was approved by the Waterbury Planning Commission on February 8, 2016. The reference letter from a previous employer and the verbal references that S. Lotspeich received were also discussed. The adequacy of the 25-30 hours allotted for our Zoning Administrator position was discussed. The hours for the position were increased to this level when Ryan Morrison was hired with the additional hours included for floodplain management work. S. Lotspeich said that the number of hours have been adequate for the typical workload of zoning administration for the Town and Village. B. Shepeluk explained that even though the Zoning Administrator serves both the Village and the Town, the position is paid from the Town budget and all Zoning Permit fees are income in the Town budget.

L. Sayah moved and N. Howell-Sherman seconded the motion to appoint Christina Bookmyer-Baker to the position of Village Zoning Administrator for a three-year term effective at the date of hire. Both Trustees present voted in the affirmative and the motion passed.

**Adjournment**

There being no further business, the meeting adjourned at 9:25am.

Respectfully submitted,

Steve Lotspeich  
Community Planner

Approved on: March 9 2016

P. Howard Flanders  
P. Howard Flanders

Natalie Sherman  
Natalie Sherman

Lawrence Sayah  
Lawrence Sayah