

Planning Board
Village of Dexter
Meeting Minutes
December 10, 2012
6:30 PM

Meeting date changed from November 26th, 2012.

Establishment of Quorum: Yes

Meeting called to order at 6:30 PM by Chairman John Doolittle.

Members present: John Doolittle, Maureen Heise, Heidi Bernier, Stephanie Ferguson, Todd Reinhardt.

Members absent: Michael Lane {work obligation}

Robert Harmann {illness}

Also present: Don Converse: Owner/Converse Construction Don, Inc.

Michael Bourcy: Senior Planner/Jefferson County Department of Planning

Motion Heidi Bernier 2nd Maureen Heise to accept minutes from the October 29, 2012 meeting.

No corrections.

Ayes: 5 John Doolittle, Maureen Heise, Heidi Bernier, Stephanie Ferguson, Todd Reinhardt

Nays: 0

Correspondence:

Letters were mailed to the following informing them of their appointments:

~John Doolittle as Chairman for a term effective December 3, 2012 through December 1, 2013.

~Michael Lane as Vice Chairman for a term effective December 3, 2012 through
December 1, 2013.

~Heidi Bernier as Member for a term effective December 3, 2012 through December 1, 2019.

Report of Committees:

Discussion of proposed revised Building Permit Application.

~Add a line for written signature and printed name.

Motion Stephanie Ferguson, 2nd Todd Ferguson to send proposed application to the Board of Trustees for review and recommendation.

Ayes: 5 John Doolittle, Maureen Heise, Heidi Bernier, Stephanie Ferguson, Todd Reinhardt.

Nays: 0

Clerk will send to Board of Trustees for the January 15, 2013 meeting.

Unfinished Business:

Discussion of the Phase II Converse Project.

Chairman Doolittle ask members if they had questions concerning the preliminary plat.

Motion Stephanie Ferguson 2nd Heidi Bernier to approve the preliminary plat for the Converse Project Phase II.

Ayes: 5 John Doolittle, Maureen Heise, Heidi Bernier, Stephanie Ferguson, Todd Reinhardt

Nays: 0

Clerk will prepare Resolution and Chairman will sign Resolution #1-2012 and sign and stamp 3 copies of the preliminary plat.

New Business:

None

Other:

When Chairman Doolittle and Vice Chairman are unavailable for meetings, a chair pro-tem will be appointed by board members.

Chairman Doolittle suggested the Board consider having alternates on the Board to participate in meetings when members are absent or there is a conflict of interest matter.

Motion Maureen Heise 2nd Stephanie Ferguson to send letter to Board of Trustees requesting they consider appointing two alternate members to the Planning Board.

Ayes: 5 John Doolittle, Maureen Heise, Heidi Bernier, Stephanie Ferguson, Todd Reinhardt

Nays: 0

Clerk will write letter to Board of Trustees to present at the January 15, 2013 meeting.

The tentative date for the next meeting will be Monday, January 14, 2013.

Motion Heidi Bernier 2nd Maureen Heise for adjournment.

Ayes: 5 John Doolittle, Maureen Heise, Heidi Bernier, Stephanie Ferguson, Todd Reinhardt.

Meeting adjourned 7:09 PM.

Respectfully submitted,

Charlene C. Mannigan