



Town of Waterford
Development Review Board
Meeting Minutes
01/20/2025

Meeting was called to order by Chair Robin Migdelany at 7:10 PM. Commission members Kevin Gillander, Ann Fielder, Daphne Bullock, and Tom Thomas were in attendance, along with Zoning Administrator Chris Brimmer.

DRB reviewed the minutes of October 21, 2024, motion by Daphne Bullock to approve minutes as amended, seconded by Kevin Gillander, motion passed by acclamation of members present.

DRB reviewed the minutes of November 18, 2024, motion by Daphne Bullock to approve minutes as amended, seconded by Robin Migdelany, motion passed by acclamation of members present.

Modifications to Agenda

- Add ZA Report

Citizens' Concerns

- No concerns were raised.

Zoning Administrator Report

- ZA explained to the DRB that he is operating without a contract and was asked to reduce his hours. There will be at least one hearing next month, and he will work on the last Friday of the month (Jan 31) to ensure it can proceed as usual. The Selectboard is interviewing for the position of ZA on Jan 27. If someone else is offered the position, he would like to stay long enough to work with the new recruit and ensure a smooth transition.
- He believes there was a miscommunication with the Selectboard. He expressed that he can only commit to one office day a week, so if the Selectboard wanted additional hours he recommended they hire an additional employee. He did not anticipate this would be an issue considering the budget for the position of ZA does not allow for more hours.

- Betsy Carpenter, appeal of the decision of the Zoning Administrator to issue an administrative permit 24-Z-34 to RHI Holding LLC for change in use from owners' quarters to rentable rooms.
- ZA reported his decision was based around being owners' quarters for Rabbit Hill Inn. The use changed from full time residence to rental suite. He believed there would be equal or lesser intensity of use as a rental suite. He issued the permit under the assumption all other conditions remain the same (septic, parking, landscape, etc).
- James Carpenter attended on behalf of his wife Betsy Carpenter who was not able to make it. They are concerned it is being turned into a short term rental (STR) which would trigger article 339. They see it as a separate unit to the inn, not part of it. He believes renting the unit will result in greater use, not lesser or equal. He noted the paved portion of the road is about 15' wide and does not believe it is adequately sized to accommodate the potential traffic.
- Mike Caporizzo attended as a representative of Rabbit Hill Inn. He explained that the occupancy rate is 50%, so he does not believe the road will be an issue for guests. They intend to rent the unit exactly like a hotel room and the guests would abide by the same rules as a guest at the inn. They intend on posting it for sale on their own website. It has its own septic system separate from the inn.
- Tom Thomas asked if there is an employee on the premises overnight. Mike said there is not but the emergency protocol contacts an employee that lives within 15 minutes.

Kevin Gillander made a motion to move to deliberation, seconded by Daphne Bullock, approved by acclamation of members present. Meeting was adjourned at 7:33 PM.