

**Town of Pawlet**  
**Planning Commission Special Meeting**  
**To Discuss Possible Zoning Administrator Applicants**  
**Monday, November 14, 2022 7:30pm**  
**Meeting at townhall and**  
**via Zoom platform**

**Members present:**

Jessica Van Oort, Chairperson

John Sabotka, Vice Chairperson

Rik Sassa, Clerk/Secretary

Frank Nelson

Harley Cudney

Mark Frost

Wayne Clarke (alternate member)

Nancy Morlino (Pawlet resident considering position of Zoning administrator)

Harry Van Meter (public on Zoom call)

**Members absent:**

Gary Baierlien

**Item 1. Call to Order:**

Jessica Van Oort called the meeting to order at 7:31pm.

**Item 2. Approval of Agenda Items- Review/Add/Delete:**

This meeting is to discuss candidates for filling the position of Pawlet Zoning Administrator either as a permanent position or interim position until a permanent candidate can be found.

**Item 3. Discussion of Zoning Administrator position and candidates:**

Jessica said that she thought the Planning Commission was allowed to recommend a candidate to the Select Board (which will ultimately choose a Zoning Administrator). Nancy Morlino, candidate for the position, spoke about her concern after reading the last meetings minutes in

which it was mentioned that if a permit is submitted and not responded to in a given amount of time that it would be automatically granted. She felt, based upon that concern, it was worth stepping in on a temporary basis to avoid problems to the town that might occur. Jessica felt that communication was of utmost importance in the role of Zoning Administrator. Harley Cudney wanted to know if Nancy would be able to say no to people if necessary. Nancy said that she would be comfortable in that role and was not easily intimidated. Wayne Clarke felt a candidate should be well informed as well as confident. He also felt that there were distinct populations in Pawlet. He felt that an administrator needed to have the confidence of the townspeople. Harley wondered if a report was required on a regular basis. Jessica said that a report to the Select Board as well as one to the Planning Commission was part of the job description.

Jessica noted that Jed Rubin of Rupert, VT was also interested in the position. He was not able to attend the meeting since it was a conflict with his Rupert PPC meeting duties on the same night. Jessica read a statement from him. Nancy said that Jed Rubin was a good candidate and that she would withdraw if he moved forward with obtaining the position. Jessica was interested in his ability to say no to people and whether his responses would be timely (since his return response to her regarding the position and meeting was somewhat slow). Harley attested to Jed's reputation connected to another town related association, and spoke highly of him as an individual and was encouraged to think that someone with more than 30 years of town experience might fill the position. Harry Van Meter spoke very highly of Nancy Morlino and recommended that she was an excellent candidate (Harry Van Meter was a former Chairperson on the Pawlet PPC). John asked Nancy why she would not be interested in a permanent position. Nancy was under the impression that the position might be too much of a time demand for her. The board suggested that the position was approximately a 4 hour investment and Harley said that after the records were digitized the initial work load would reduce. Nancy seemed relieved to hear that even as a permanent position the time demands were less than she had assumed. Harry said that Jonas was an unusually high credentialed candidate since he had so many years of experience and multiple other towns under his zoning administrative coverage but based upon work done with Nancy he still thought she was the best candidate. Harley reiterated that the primary work load of the zoning administrator was not a large commitment. Harry offered to help Nancy with some of the digitizing. He had done some initial steps regarding streamlining the zoning process and would be willing to continue with that in concert with Nancy.

Nancy excused herself from the meeting and the members of the committee spent some time discussing the pros and cons of the two candidates.

Harley made a motion to recommend Nancy to the Select Board as the Zoning Administrator, Rik seconded, all agreed and the motion passed. Meeting adjourned 8:05 marked moved John seconded

**Item 4. Adjournment:**

**Mark Frost moved to adjourn the special meeting, John Sabotka seconded, all agreed.  
Meeting adjourned at 8:05pm**

Respectfully submitted by Rik Sassa, Secretary/Clerk