



## TOWN OF WARNER

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### ***Planning Board Meeting*** Monday, July 1, 2024 Town Hall Lower Meeting Room 7:00 PM

Join Zoom Meeting: <https://us02web.zoom.us/j/87061407427> Meeting ID: 870 6140 7427 Passcode: 1234

#### I. OPEN MEETING at 7:00 PM and ROLL CALL

##### ROLL CALL:

Board Member	Present	Absent
David Bates	✓	
Karen Coyne (Chair)	✓	
Pier D'Aprile	✓	
James Gaffney	✓	
Barak Greene	✓	
John Leavitt - Alternate	✓	
Ian Rogers	✓	
Harry Seidel – Selectboard	✓	
James Sherman – Alternate	✓	

**In Attendance:** Janice Loz – Land Use Administration

#### II. DISCUSSION

Karen noted that the meeting and the Peter Bean subdivision application were not properly noticed until 4:45 p.m. on the day of the meeting, violating the 24-hour agenda notice requirement. James Gafney emphasized that the town website requires all official notices to be posted on the notices page, which is not done. David and Pier agreed that the meeting was not in compliance with the Rules of Procedure in terms of posting an agenda and suggested rescheduling. Janice clarified that the notices did go out to the abutters within 10 days but the agenda was not published within 24 hours. Janice said she had technical difficulties in posting the agenda, asked the back-up person to do it and unfortunately it was not posted until 4:45 PM on the day of the meeting.

Harry and Ian acknowledged the human error and the small staff size but stressed the importance of following procedures.

Karen discussed rescheduling the meeting and the earliest possible date which would be Monday, July 15th, considering the 10-day notice requirement and the holidays.

James and David discussed the possibility of having the meeting sooner but concluded that July 15th was the earliest feasible date.

## **UNAPPROVED** – PB Minutes of July 1, 2024

Janice confirmed that the board is legally obligated to meet once a month, and the first Monday of every month is the scheduled meeting date. The board's schedule is posted at the beginning of the year, which meets meeting posting requirements.

Jim Sherman, an abutter and a board member, expressed concern about the short notice and suggested a policy change to notify abutters earlier.

John highlighted that even the board members were not adequately notified, affecting their ability to prepare for the meeting. Janice stated that the packets were delivered to board members the Thursday prior to the meeting, which meets the requirements of the Rules of Procedure. David emphasized the importance of transparency and due process to protect the board from complaints.

**James Gaffney made a motion to that the meeting was not adequately noticed and therefore could not conduct business. Discussion:** David suggested amending the motion to reschedule the meeting to July 15th. **The motion was seconded** (name?). **Vote Tally:** 7 – 0, the motion passed, and the meeting was rescheduled to July 15, 2024 at 7:00 PM.

**III. ADJOURN** – Closed at 7:24 PM