



TOWN OF Concord  
**PLANNING AND ZONING BOARD**  
OCTOBER 18, 2022 MEETING MINUTES

Members Present: Jim Gochie, Vice Chair; Steven Bean  
Members Absent: Dale Urie, Chair; Rodger Sheldon  
Board Secretary Present: Judy Kurtz, Substitute  
Other Officials Present: Paul Berlejung, Zoning Administrator  
Citizens Present: Cynthia Stuart, Consultant

Jim brought the meeting to order at 6:00 p.m.

**1. Approval of October 18, 2022 agenda**

Judy moved and Steven seconded a motion to approve the agenda as written. The motion passed unanimously (3-0).

**2. Approval of the September 20, 2022 minutes**

Judy moved and Steven seconded a motion to approve the September 20, 2022 minutes as written. The motion passed unanimously (3-0)

**3. Citizens Concerns**

There were no citizens present to express concerns.

**4. Zoning Administrator Report**

Paul Berlejung, our new Zoning Administrator, introduced himself to the board. He is a retired lawyer and presently serves also as the Zoning Administrator for St. Johnsbury. Paul presented a written report to the board which included comment that the newly revised bylaws are now on the town website, the zoning application backlog has been eliminated with the gracious help of Audra Girouard, visits were made with Selectman, George Morehouse to properties at 10 Long Hill Road and 288 Goudreault Hill Road. Paul wrote a letter to a complainant on Wavy Lane at Miles Pond which stated that the road is private and that the town can take no action on their complaint.

Paul said that his office hours in Concord will normally be Wednesdays from 1 to 4 p.m., but asked that we call first to assure his presence. He also sometimes works in Concord on Fridays.

**5. Update on Community Conversation Sub-committees**

**Attract Businesses and Industry to Concord:** This committee has not met yet, and is in process for deciding the leadership. It will probably be co-chaired by two people.

**Bring a Store Back to the Community:** The chair of this focus group is Joshua Abetti. They held one meeting, have at least one interested party in purchasing the property, and are involved in gathering background information.

**Clean Up and Improve Miles Pond Beach:** Co-Chairs are Heather Ranney and Rhonda Adams. This committee is gathering information. There will be a meeting October 20<sup>th</sup> at 10 a.m. with somebody from the state.

**6. Municipal Plan Update:** Cynthia Stuart was present at the meeting by invitation of Dale Urie, Chair. She will prepare a proposal for Dale to present to the Concord Selectboard to fund her consultation services to the Planning and Zoning Board regarding minor updates to our Municipal Plan.

**7. Executive Session:** The board did not meet in Executive Session.

A motion was made to adjourn the meeting at about 7:00 p.m. The motion passed unanimously (3-0).

**Next meeting: Tuesday, November 15, 2022 at 6:00 p.m. in the Municipal Building.**

Respectfully Submitted:

Judy Kurtz  
Substitute Secretary

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Dale Urie, Chair

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Jim Gochie, Vice Chair

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Steven Bean

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Judy Kurtz

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Rodger Sheldon