

**TOWN OF CASTLETON  
DEVELOPMENT REVIEW BOARD  
Tuesday, March 31, 2020 at 7:00pm  
Zoom Web Meeting**

**PRESENT:** Robert Day, Development Review Board Member; Don Wood, Development Review Board Member; Bruce Longtin, Development Review Board Member; Joseph Mark, Development Review Board Member; Pat Keller, Development Review Board Member; Jonas Rosenthal, Zoning Administrator; Eliza LeBrun, Recording Secretary.

**CALL MEETING TO ORDER**

The meeting was called to order by Mr. Day at 7:00pm.

**APPROVAL OF AGENDA**

**Mr. Mark made a motion to approve the Agenda. Mr. Longtin seconded the motion. All were in favor, the motion passed.**

**APPROVE MEETING MINUTES & DECISIONS OF March 3, 2020**

**Mr. Mark made a motion to approve the meeting minutes of March 3, 2020 with the following corrections noted. Mr. Longtin seconded the motion.**

1. Remove Mr. Longtin from the Present list, he was absent for this meeting.
2. In the second paragraph from the bottom of the first page, remove the word "for" from the first sentence.

**Mr. Day called the question. Mr. Longtin abstained as he was not present at this meeting. All remaining Board members were in favor and the motion passed.**

There was concern whether proper notice and guidance was given to the public to join tonight's Development Review Board meeting as it was held via Zoom. Mr. Rosenthal shared with the Board that he had noticed this meeting in the local newspaper on March 14, 2020 and had noticed the abutters on March 19, 2020, but he had not included that it was online. Due to the Governor's stay home order, and the lack of clear instruction to the public on how to participate, the decision was made to recess the meeting. Mr. Rosenthal notified all applicants and abutters to the recess.

Discussion was held among the Board members on how to combine tonight's agenda with the agenda planned for April 7, 2020. It was decided that tonight's agenda would replace the agenda for April 7, 2020 and the application to be addressed would be included on this agenda.

**Mr. Mark made a motion that the new application to be addressed on April 7, 2020 be added to the current agenda after application 8091 and before application 8096. Mr. Wood seconded the motion. All were in favor and the motion passed.**

**ADJOURN**

**Mr. Mark made a motion to recess the Development Review Board meeting at 7:09 p.m. until 7p.m. on April 7, 2020. Mr. Longtin seconded the motion. All were in favor and the motion passed.**

Respectfully submitted; Eliza LeBrun, Recording Secretary