

**TOWN OF HARDWICK**  
**Development Review Board**  
**DRAFT Minutes of the Meeting prior to the August 21, 2019 Hearing**

**August 21, 2019**

**Members Present:** John Mandeville, Chair; Ed Keene; Helm Nottermann; Ruth Gaillard; and Kate Brooke.

**Members Absent:** None

**Other Attendees:** Kristen Leahy, Zoning Administrator

**6:45 pm:** The meeting was opened by John Mandeville.

Motion was made by Helm Nottermann to nominate John Mandeville for the position of Development Review Board Chair. Ruth Gaillard seconded the motion. All members were in favor.

Motion was made by Ed Keene to nominate Kate Brooke for the position of Development Review Board Vice-Chair. Ruth Gaillard seconded the motion. All members were in favor.

Motion was made by Ruth Gaillard to designate The Hardwick Gazette as the DRB recording paper of choice. Helm Nottermann seconded the motion. All members were in favor.

Motion was made by Helm Nottermann to designate the 1<sup>st</sup> and 3<sup>rd</sup> Wednesdays of each month as the Hearing times for the Development Review Board. Ruth Gaillard seconded the motion. All members were in favor.

Motion was made by Helm Nottermann to close the organizational meeting of the Hardwick Development Review Board. Ed Keene seconded the motion. All members were in favor.

**6:55 pm:** Organizational meeting was adjourned.

Respectfully Submitted,  
Kristen Leahy  
Hardwick Zoning Administrator