



**Minutes**  
**Moretown Development Review Board**  
**Thursday, March 27, 2025**

-Draft-

The meeting was held in person at the Moretown Town Office and online via Zoom.

**Members Present:** Joe Gabaree, Paula Mastroberardino-Woods (Vice-Chair), Jim O'Neill, Craig Oshkello, John Riley (Chair)

**Staff Present:** Carol Chamberlin, Zoning Administrator

**Others Present:** Todd Hill, Karen Horn, Tom Horn, Tim Schmalz

John Riley called the meeting to order at 6:30 pm

**Annual Board Reorganization**

Elect a Chair: Mr. Riley accepted a nomination to serve as Chair, and was elected unanimously.

Elect a Vice-Chair: Ms. Mastroberardino-Woods accepted a nomination to serve as Vice-Chair, and was elected unanimously.

Elect a Secretary: Mr. O'Neill accepted a nomination to serve as Secretary, and was elected unanimously.

Set Meeting Schedule: It was agreed to establish regular meetings on the third Thursday of the month as needed, with flexibility for scheduling hearings on other Thursdays as necessary.

Designate Newspaper of Record: It was agreed to continue using the Times Argus as the newspaper of record.

Designate Locations for Posting of Warnings: It was agreed to continue posting warnings at the Town Office and Website, the Moretown Post Office, and the Moretown General Store.

**Adjustments to Agenda**

No adjustments to the agenda were necessary.

**Public Input**

Nobody requested time to address the Board.

**Application #24-26CU:** Subdivision Application by Thomas and Karen Horn to create two lots (83.8 acres and 2.9 acres) from the existing 86.7-acre lot at 201 Story Road (Parcel ID 06-021.000) per Section 5.5 of the Moretown Zoning and Subdivision Regulations.

The Horns and Mr. Hill provided an overview of the proposed subdivision, explaining that a curb cut application had been submitted for access to the new lot from Howes Road and that a Wastewater and Potable Water Supply Permit had been issued for the dwelling planned on the new lot.

Mr. Riley reviewed the Subdivision Standards outlined in Section 5.6.2 of the Regulations; no concerns were raised by Board members regarding adherence to the Standards. Mr. Riley offered a reminder of the 180-day timeline for filing of a final mylar.

**MOTION:** *Mr. O'Neill moved to approve the subdivision as presented, with the conditions that the Town approve the curb cut applied for and the applicant file a final subdivision plat within 180 days. The motion was seconded by Ms. Mastroberardino-Woods, and passed unanimously.*

### **Other Business**

Approval of Minutes: The minutes of April 16, 2025 were approved.

Ethics Training: Ms. Chamberlin explained that this training is now required, and that she would provide a link to the training site via email.

Open Meeting Law Webinar: It was noted that this training is available on April 16 for those interested.

### **Adjournment**

The meeting adjourned at 7:40 pm.

Respectfully submitted,  
Carol Chamberlin, ZA