

Town of Bethel
Town Council Meeting Minutes
February 6, 2024 – 7:00 p.m.

1. Meeting Called to Order: The meeting was called to order at 7:02 p.m. by V. Proctor. Present were M. Shaver; V. Proctor; K. Layfield; P. Kough; K. Phillips; Solicitor, M. Smith; and Bethel Town Clerk, M. Hawkins.

2. Pledge of Allegiance: The Pledge of Allegiance was led by V. Proctor.

3. New Leaf Energy Presentation: An informational presentation was made by Shawn Brandt and Claire Habel from New Leaf. They will give us a visual rendering of what the site will look like. A discussion was held regarding further information the Town will need before a permit can be given for this project. New Leaf Energy was asked to send the environmental impact information to the Town. Solicitor, M. Smith, will advise the Town Council on further action.

4. Secretary's Report: P. Kough presented the January 2, 2024 Town Council Executive Session Meeting Minutes. M. Shaver made a motion to accept the executive session meeting minutes. K. Phillips seconded the motion. The motion passed unanimously.

P. Kough presented the January 2, 2024 Town Council Regular Session Meeting Minutes. M. Shaver made a motion to approve the January 2, 2024 meeting minutes as corrected. P. Kough seconded the motion. The motion passed unanimously.

5. Town Clerk's Report: Town Clerk, M. Hawkins, presented the Town Clerk's report. P. Kough made a motion to approve the Town Clerk's report. M. Shaver seconded the motion. The motion passed unanimously.

6. Treasurer's Report

a. Bills to be Paid: K. Layfield presented the bills to be paid. M. Shaver made a motion to pay the bills as presented. P. Kough seconded the motion. The motion passed unanimously.

b. Treasurer's Report: K. Layfield presented the updated December 2023 Treasurer's report. P. Kough made a motion to approve the updated December 2023 Treasurer's report. K. Phillips seconded the motion. The motion passed unanimously.

K. Layfield presented the January Treasurer's Report. P. Kough made a motion to approve the January Treasurer's Report as submitted. K. Phillips seconded the motion. The motion passed unanimously.

7. Building Permits: Blue Hen Properties Letter: One permit for \$25 was issued to Mrs. Heller on Main Street to replace a shed. K. Phillips and M. Hawkins drafted a letter to Blue Hen Construction regarding 2024 Permit Information. Solicitor, M. Smith said that the permitting process has to go forward if the plans for a home are technically compliant.

8. Bracken Property Status: The person who purchased the trailer from the Brackens has the keys and the title. It should be gone by Monday.

9. Complaints: V. Proctor offered to set up a meeting for mediation. Letters will be sent to both parties to acknowledge the complaint.

10. Ordinance Committee: Drone Ordinance, Housing Standards, other items: An ordinance committee meeting was held on February 1, 2024. K. Layfield would like to have a hearing for Chapter 6, Trees and Vegetation. V. Proctor stated that this could be discussed at the next ordinance meeting. This will be put on March's Agenda. V. Proctor suggested that K. Layfield make copies of

the housing standards ordinance and the unmanned aircraft systems ordinance for all the members of the Council, and that we discuss this at March's meeting.

Solicitor M. Smith stated that some of our ordinances need to be looked at in relation to ARM. He will advise us of the areas we need to look at.

11. Election: The Notice of Postponement of the February Election and the new date of April 13, 2024 and the Notice of Solicitation of Candidates have been put on the Town website and the Town Facebook page.

12. Planning and Zoning Commission: Consideration of potential new members: We need a fifth member. We currently have John Galaska, Mike Calloway, Hank Graves and Duane Campfield.

13. Board of Adjustment: Consideration of potential new members: We have the three members required for this Board: The Town Solicitor, Mike Smith; John Galaska; and Noel Justice.

14. Community Development Block Grants – Enabling Resolutions: P. Kough made a motion to authorize V. Proctor to sign off on documents relating to the Community Block Grant application on the behalf of the Town of Bethel subject to the receipt of the legal advice of the Town Solicitor. K. Layfield seconded the motion. The motion passed with four votes and one recusal. V. Proctor recused himself, because he is the signee of the documents.

15. Old/New Business: P. Kough will talk to Jill Long about the Christmas tree in the Town Park.

16. Adjourn Meeting: The meeting was adjourned at 9:32.