

Minutes: Marlboro Planning Commission February 10, 2026

In attendance: Tim Segar, Jennifer Girouard, Brian Potter, William Shakespeare, Don Sherefkin, Patti Smith, Mary Sargent. Jean Boardman on Zoom.

Meeting begins at 5:03 pm. Minutes from the January 2026 meeting are unanimously approved.

Discussion of upcoming Select Board meeting on Thursday 2/12 and Planning Commission's involvement with the Zoning Administrator position. SB has asked PC to nominate an acting ZA; to help coordinate the search process for a permanent ZA; and to help determine the process for ZA oversight ZA moving forward.

Will states we need to understand SB's proposal for interim ZA, what their process was behind this, and if Mary, given her experience, might be considered to serve instead. Mary expresses she does not feel she can serve as interim ZA but could perhaps provide support to the person in this role, as there is a significant learning curve involved.

Tim clarifies what happened with Jessica: as she was on the job for less than 40 days, she could be excused from the position without cause. Friction is detailed between Jessica and the town office and their vote to dismiss her.

Jennifer frames our options as to assent to SB's request; to assent with conditions; or to put forward another option. Tim suggests and all agree to assent with the following conditions: that the interim ZA and Mary have a weekly meeting to discuss all current business; that the interim ZA has an ex officio role on the PC and shall attend all PC meetings; that the interim ZA report to PC about the training they are receiving; and that the ZA position be advertised immediately.

We resume discussion of Jennifer's updates to the subdivision flow chart and the need to review Sections 2.1 through 2.5 to ensure the language is consistent with the flowchart and other changes we've made. Jennifer will update the flowchart and recirculate this to the group, while also updating Section 2.2. Tim will review the 2.1-2.5 language also and suggest areas where we might trim extraneous verbiage. PC agrees to meet again on February 24 with the goal of completing this work in March and seeking review from Bob Fisher and WRC thereafter.

Meeting adjourned at 7:03pm. The next meeting is proposed for February 24, 2026 at 5 pm.

Respectfully submitted,  
Brian Potter