

Town of Bristol

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Agenda Item IV.1

MEMORANDUM

From: Bristol Planning Commission, Kevin Hanson, Chair
To: Bristol Selectboard
Date: June 19, 2024
Re: Recommendation to Appoint AZ Larsen as Zoning and Planning Administrator

The Bristol Planning Commission (PC) at our June 18th meeting met with AZ Larsen and interviewed them as required per 24 V.S.A. § 4448.

After deliberations, the Planning Commission, in open session unanimously voted to recommend to the Selectboard that they appoint AZ Larsen to the position of Zoning and Planning Administrator.

The Planning Commission also recommends that the Town Administrator or the Selectboard establish a formal review process to convey to AZ their initial performance and to assure they have the support they need to excel in the position. It was felt specifically that a 3-month and a 6-month review process should initially be established. While recommending this, we admittedly do not know what standard review process for employees is.

The Planning Commission also plans at their next meeting to discuss and make resulting recommendations as to how the PC might envision interactions with the new Zoning and Planning Administrator might be.