



AGENDA ITEM SUMMARY FORM

MEETING DATE: September 2, 2025

ITEM TITLE: Approval of Planning Board Chairperson & Vice Chairperson

ITEM SUMMARY:

At the August 18, 2025 Planning Board meeting, the Board reelected Andy Ward as Chairperson and elected Jan Collins as Vice Chairperson. Section 24-24 of the Town Code states that the Planning Board shall elect its Chairperson and Vice Chairperson subject to the approval of the Town Council. If approved, they will serve as Chairperson and Vice Chairperson until the next annual election of officers is held.

STAFF RECOMMENDATION:

Approval of Andy Ward as Planning Board Chairperson and Jan Collins as Planning Board Vice Chairperson.

REQUESTED ACTION:

Motion to approve Andy Ward as Planning Board Chairperson and Jan Collins as Planning Board Vice Chairperson.