



MINUTES PLANNING BOARD OCTOBER 25, 2018

Dan Leeman- Regular 2020
Curtis Lunt- Regular 2019
Don Fellows - Regular 2019
William Kuhl - Associate 2019
Karin Paradis - Regular 2018
Eric Metivier- Associate 2018
Scott T. Hall - Regular 2018

1. **CALL TO ORDER:** The Chairman, Mrs. Paradis called the meeting to order at 7:00PM.
2. **ROLL CALL:** Regular members present were Karin Paradis, Curtis Lunt, Scott Hall, Dan Leeman, and Don Fellows. Associate member, William Kuhl was present as well. Eric Metivier was excused. Also present was Code Enforcement Officer, Dennis Douglass.

3. **CHAIR'S REVIEW OF MEETING RULES**

The Chairman explained the meeting rules are located on the back of each agenda, available in the document holder by the door.

4. **WRITTEN COMMUNICATIONS - MINUTES OF OCTOBER 11, 2018**

Mrs. Paradis said the minutes are not ready and asked that they be added to a future agenda. There were no objections.

5. **PUBLIC HEARING - NONE**

6. **UNFINISHED BUSINESS - NONE**

7. **NEW BUSINESS - NONE**

8. **OTHER BUSINESS**

Associate Member Resignation

Mrs. Paradis stated that Mr. Metivier has given his resignation and that his Associate Member seat is open. She invited people to contact the Town Manager if they are interested in that position.

9. **TOWN PLANNER**

Mr. Smith stated that the Planning Board members received the draft of the Comprehensive Plan shortly before the previous meeting. Mr. Smith said he spent a lot of time on this document. He suggested the board review the first 15-16 pages that highlights all the necessary information an individual or business would want to know prior to moving or establishing a business in town.

Mrs. Paradis pointed out the next meeting in November will need to change due to the Thanksgiving Holiday. She suggested the board meet on November 29. There were no objections.

Mr. Smith recommended scheduling a Comprehensive Plan Public Hearing. He stated that a 30 days' notice is required for the public to review the plan; this could be no earlier than November 24. Mrs. Paradis asked if there would be enough time to do this on December 13.

Mr. Fellows stated he did not dispute the draft, but that it did not look like Windham's Comprehensive Plan. He indicated he also had a hard time understanding the readable material;

we need to be able to read it without getting too bogged down. He said this Comp Plan seems much too complicated.

Mr. Fellows suggested upgrading the document with graphics and design work before releasing. It lacks appeal. Mr. Douglass agreed that Windham's Comp Plan had a much nicer visual appeal, which was similar to what Lisbon had requested at the beginning of this project.

Mr. Smith said he appreciated all the comments and indicated he would work on rewording it to make it easier for the public to read, but that graphics and design were not within his skillset. He suggested first making sure the goals and words are correct and then farming out the professional design and production work. He mentioned that Windham had hired a design professional to finish theirs.

The board decided to make final changes by reviewing this Comprehensive Plan in 100 page sections at workshops. Mr. Lunt recommended going through the Introduction and Section 1 on November 8. Then Section 2 and Appendices on November 29. Mr. Smith said he would email an electronic copy and print a hard copy for the board's review.

10. ADJOURN TO WORKSHOP

VOTE (2018-59) Mr. Lunt, seconded by Mr. Leeman moved to adjourn to a workshop to discuss the Comprehensive Plan at 7:38 PM. **Vote - 5-0 carried.**

Lisa Smith, Assistant Town Clerk
Date Approved: November 29, 2018