



MINUTES PLANNING BOARD OCTOBER 25, 2012

Don Fellows - Regular 2013
Jeffrey Ganong - Regular 2013
Dan Nezol - Regular 2014
Joshua Holmes - Regular 2015
James Lemieux - Regular 2015
Curtis Lunt - Associate 2013
Karin Paradis - Associate 2014

- 1. CALL TO ORDER:** The Vice Chairman, Mr. Ganong called the meeting to order at 7:05 PM.
- 2. ROLL CALL:** Regular members present were Jeff Ganong, Josh Holmes, Dan Nezol, and James Lemieux. Don Fellows was an excused absence. Associate members present were Curtis Lunt and Karin Paradis. Vice Chairman, Mr. Ganong, granted Ms. Paradis voting privileges for this meeting. Also, present Amanda Bunker, Wright Pierce Community & Land Use Planner; Scott Benson, Director of Economic & Community Development; totaling approximately six citizens in the audience.
- 3. CHAIRMAN'S REVIEW OF MEETING RULES:** Suspended for this session.

4. WRITTEN COMMUNICATIONS:

VOTE (2012-15) Mr. Holmes seconded by Mr. Lemieux moved to approve the minutes of September 27, 2012 minutes. **Order passed - Vote 4-0-1 (Abstained: Ganong).**

5. PUBLIC HEARING: NONE

6. UNFINISHED BUSINESS:

ADOPT BYLAWS/MEETING RULES

Mr. Holmes said he thought all the suggested changes were incorporated into the document and wanted to verify that.

Ms. Bunker verified that they were.

Mr. Ganong asked for clarification regarding the minimum of a two-thirds majority in the affirmative and if the intent was if there were only three members at a meeting that it would have to be a unanimous vote to pass.

Ms. Bunker and the other members present agreed that indeed was the intent.

Mr. Nezol said he thought that holding two meetings per month was temporary while working with the Planner.

Ms. Bunker said that the bylaws allow the board to cancel the second meeting if only one was needed. That in essence the board could write it two ways but in the end, it means the same thing. You can leave it the way it is written now which is that the board meets on the 2nd and 4th Thursday of each month and reserves the right to cancel if a meeting is not needed or you can write it the way it was previously which was to post notice in advance and hold a special meeting.

VOTE (2012-16) Mr. Holmes, seconded by Ms. Paradis moved to adopt the Bylaws/Meeting Rules. **Order Passed - Vote 5-0.**

7. NEW BUSINESS: NONE**8. CODE ENFORCEMENT OFFICIAL BUSINESS: NONE****9. PLANNING ASSOCIATE OFFICIAL BUSINESS:**SUMMARY OF ROUTE 9 FORUM

Ms. Bunker provided handouts to everyone present and gave a brief overview of the data collected at the Route 9 Public Forum held at the MTM Center on October 18th.

Mr. Holmes said that he was comfortable moving forward with this. He stated that he walked away with two main points; first, that the Home Occupation Ordinance needs to be fixed so there isn't so much room for different interpretations, secondly that we need to have Codes enforce the ordinances.

Mr. Lunt said he thinks that we should continue looking into home occupations and revising home occupations in the ordinance.

Ms. Bunker said that she will put together draft materials and email them out to the board. She said that the board should not hold an email discussion with each other on the materials but to read them individually and email their comments back to her directly prior to the next Planning Board Meeting.

UPCOMING PLANNING BOARD WORKLOAD

Ms. Bunker reviewed a list of items the Planning Board should begin to work on:

- Begin the Route 196 Master Planning Effort
 - Set up Steering Committee
 - Hold kick-off meeting in December/January
- Continue to work on Forms
 - Subdivision Application and checklists
 - Site Plan Application and checklists
- GIS resources and use for the Town

10. OTHER BUSINESS: Discussion regarding cancelling the next meeting (per bylaws).

VOTE (2012-19) Mr. Holmes seconded by Mr. Lemieux moved to change the next meeting date to November 15, 2012. **Order passed - Vote 5-0.**

11. EXECUTIVE SESSION: NONE**12. ADJOURNMENT**

VOTE (2012-20) Ms. Paradis, seconded by Mr. Lemieux moved to adjourn at 8:17 p.m. **Order Passed 5-0.**

Jody M. Durisko

Jody Durisko, Administrative Assistant

Date Approved: 11-15-2012

** These minutes are not verbatim. A recording of the meeting is on file.*