



MINUTES PLANNING BOARD JULY 13, 2017

Karin Paradis - Regular 2018
James Lemieux - Associate 2018
Scott Hall - Regular 2018
Dan Leeman - Associate 2019
Curtis Lunt - Regular 2019
Don Fellows - Regular 2019

1. **CALL TO ORDER:** Mr. Fellows called the meeting to order at **7:00 PM.**

2. **ROLL CALL:** Regular members present were Donald Fellows, Karin Paradis, Curtis Lunt, and Scott Hall. Associate members present were James Lemieux and Dan Leeman. Also present was Dennis Douglass, Code Enforcement Officer, Ben Smith, Associate Town Planner, and approximately four citizens in the audience.

3. **ELECTION OF OFFICERS – Chair, Vice Chair**
Don Fellows pointed out that he is eligible for Chair for another year and that Karin Paradis was also still eligible for Vice Chair. Karin Paradis nominated Don Fellows for Chair; Mr. Fellows was granted position of Chair for another year. Scott Hall nominated Karin Paradis for Vice Chair; Mrs. Paradis was granted position of Vice Chair for another year.

4. **CHAIRMAN’S REVIEW OF MEETING RULES:**

The Chair did not review the meeting rules as they did not apply for tonight’s meeting due to no public hearings.

5. **WRITTEN COMMUNICATIONS:**

Minutes of June 22, 2017

The meeting minutes of June 22, 2017 were distributed to all members. The Chair asked if there were corrections or additions. Mr. Lunt pointed out an error on page 2 [first paragraph]. The error stated Mr. Lunt seconded a motion but it was Mr. Hall that seconded that motion. The Chair accepted the minutes with correction noted.

6. **NEW BUSINESS: None**

7. **OTHER BUSINESS: Recognition of service – Dan Nezol**

The chair took a moment to honor *Dan Nezol*, as he has been serving on the Planning Board since July 24, 1979. Mr. Nezol was given a \$50 gift card and an engraved glass plaque to recognize his time served on the Planning Board.

At **7:11 PM**, the chairman called a recess for the meeting for light refreshments to honor Dan Nezol’s service on the Planning Board.

Meeting was called back to order at **7:25 PM** by Mr. Fellows.

8. **TOWN PLANNER – OFFICIAL BUSINESS:**

Ben Smith, Associate Town Planner -Comprehensive Plan direction

Mr. Smith handed out a timeline for the Comprehensive Plan as well as a short packet that shows his thought process on what direction he is looking to go for this plan. He pointed out the main three topics to currently discuss are: to have an up-to-date inventory status, the schedule for this plan, and public participation. Mr. Fellows stated that the Planning Board cannot go any further without a final draft as the Water Department is still missing from the Comprehensive Plan. Mr. Smith indicated that the final draft should be completed by the end of this month. Mr. Leeman reported that he did send Town Planner, Amanda Bunker, an initial draft for the Recreation Department through email.

Mr. Smith then stated that the public participation is a huge task but also a huge contributor to the success of this plan. Mr. Smith is looking to reach out to the 'official family'; meaning those whom are on town committees/boards, town employees (including department heads), and those that are most in touch with Lisbon. Mr. Smith expressed that connecting with these certain individuals will help show the trends in town, the challenges in this community, and the services that people are requesting here in Lisbon, with the end result of gaining the most valid input. He suggested possible workshops, online surveys, and maybe reaching out through social media in order to gain the widest possible community input. Mr. Hall pointed out that there is a '*Lisbon Community Information*' Facebook page that could possibly help with online surveys. Mr. Fellows asked what kind of questions would be asked and Mr. Smith gave examples such as:

- "What do you love about Lisbon?"
- "What is your big idea for this community?"
- "Where is your favorite place in town?"

Mr. Smith continued with saying that he is hoping to give those in our community at least the chance, to have their thoughts and opinions heard.

Mr. Fellows brought up that Access Management needs to be dealt with. He also brought up the Marijuana Ordinance. Mr. Fellows said this question was involved in the booth that the Planning Board had downtown during the Moxie Festival; there was 25 written opinions by citizens on this subject.

Mr. Lunt commented that he is looking for a clearer plan to move forward with the Marijuana Ordinance but, is concerned with the Town Council possibly overriding the Planning Board's final answer. Mr. Fellows had restated this is something that needs to be dealt with and he suggested more formal questions in order to get a wider feel from the town. Mr. Fellows said that once those questions are done, that gives the Planning Board the opportunity to speak with the Town Council with the best quality answers from the community.

9. CODE ENFORCEMENT OFFICER – OFFICIAL BUSINESS:

Code Enforcement Officer, Dennis Douglass, asked Mr. Smith if he received the entire list of inventory and binder information that pertained to the Comprehensive Plan; Mr. Smith answered 'yes'. Mr. Douglass had then reported that **Case #17-7** [Home Occupation for Online Firearm Sales] will be having its Public Hearing at the next Planning Board meeting. Other applications and hearings for the next meeting also include a home daycare business, Domino's Pizzeria, and Spring Works (looking to expand at current location).

10. ADJOURN TO WORKSHOP:

Mr. Fellows took a moment to express how he felt about the booth the Planning Board had downtown during the Moxie Festival; he hopes that they can continue to do this booth in the future. Mr. Fellows spoke with Bill Alexander about how to get the public more involved with their booth; he suggested the possibility of doing a theme next year to gain more community participation.

A citizen in the audience, Roger Bickford, asked about the Water Department's part of the Comprehensive Plan. Mr. Fellows responded that they are still looking for formal questions/answers from the Water Department and that those questions pertain to the future, not to the inventory which is currently the main focus. Mr. Bickford then discussed a little bit about the possibility about a new water tower on Upland Road. Mr. Hall commented that Mr. Alexander has begun thinking about a possible expansion within the town of Lisbon and it will be a future discussion.

VOTE (2017-13) Mr. Fellows, seconded by Mrs. Paradis, moved to adjourn to a workshop at 8:00 PM to discuss Moxie Festival results and further details about the Comprehensive Plan.

Vote: 5-0 carried.

Amber Gallo, Assistant Town Clerk
Date Approved July 27, 2017