

MINUTES
PLANNING BOARD
June 3, 2020
Via Zoom

Present: John Schaumlöffel (7:25)-Chair, Deirdre Daley-Vice Chair, Liz Freeman, Lou Alvarez, Nate Sikkila (7:10), Lou Guarino (7:45), Craig Smeeth, Susan Mallett, Shawn Talbot-Ex Officio and Debbie Deaton.

Deirdre read the attached "Right to Know Law Meeting Checklist" and took roll call attendance. Deirdre asked Craig to stand in for John until he joined the meeting.

Minutes:

Deirdre displayed the minutes of May 20, 2020 by sharing her screen. Deirdre stated she didn't go to Green Farm/Jacqueline, she spoke to Peter about it and the record should reflect this. Lou made a motion to accept the minutes as amended. Liz seconded the motion. All verbal votes were Aye.

Selectmen/Chair/Land Use Report:

Shawn mentioned there seems to be a problem with the order in which residents are filling out Building Permits and other permits that sometimes need to accompany them. There was some discussion regarding this matter but it isn't a Planning Board issue. Shawn suggested there should be some kind of flow chart residents can follow when intending to build (Alteration of Terrain, Wetlands Permits which are both regulated by the State, Intent to Cut, Intent to Excavate, etc).

Green Farm/Jacqueline Drive Update: Debbie informed the Board she has emailed Gary Litchfield with the list of corrections to the As-Builts but hasn't heard back from him.

7:15 Driveway Regulations Review:

The Board viewed and made final edits to the Driveway Regulations draft. Debbie will produce a clean "final" draft and email it to all department heads and the Building Inspector for comments. The Board will review all of the comments at the meeting on July 15, 2020 and potentially integrate them into the Regulations if so voted on.

Other Business:

Nate made a motion to begin the meetings at 7:30 pm starting on June 17, 2020. Liz seconded the motion and it passed unanimously by verbal vote. The next Planning Board meeting will be via Zoom on June 17, 2020 at 7:30 pm.

Deirdre mentioned the email Debbie had sent out regarding the Planner's Conference on 3 dates via webinar. Craig said he had signed up. Lou A & Shawn mentioned they were going to sign up as well. John asked Debbie to email Bruce Simpson with the Zoom information so he can attend the Continuation of Public Hearing on June 17th electronically.

At 9:00, Liz made a motion to adjourn. Susan seconded the motion and it passed unanimously.

Respectfully submitted,

Debbie Deaton
Land Use Administrator