

MINUTES
PLANNING BOARD
September 7, 2022
In-person/ Zoom

Present: Deirdre Daley (Chair) -in person, Josh Muhonen (Vice Chair) - in person, Shawn Talbot (Ex-Officio)- in person Craig Smeeth- in person, Ray Somero-in person, Lou Guarino- in person Jennifer Minckler-in person.

Citizens in attendance: Jim Coffey- Board of Assessors Chairman, Susan Mallett- Land Administrator, Sam Benedict

Roll Call vote taken by Dee.

Selectmen/Chair/Land Use Report: Shawn wanted to remind everyone that the Primaries are this Tuesday at Mascenic gymnasium from 7:00am -7:00pm. The Land Use Clerk reported that the erosion control plan approved by the Town Engineer for Brook Haven lot 1 has not yet been submitted. Chair Deirdre was copied on a letter regarding Silver Scones. It was thought that the Planning Board needed to complete a site plan review but no application has been submitted at this time. The ZBA Clerk has received an application with the Planning Board fee schedule to provide to the applicant should this process need to be completed. Chair Deirdre mentioned that there are Engineers interested in the open position and that interviews can be conducted at the next meeting. Deirdre invited the Planning Board members to join her introductory meeting with the Financial Advisory Committee tomorrow night.

Minutes of August 17, 2022: Minimal changes were made. Motion to accept the revised minutes. Motion made to accept the minutes by Craig. Motion seconded by Josh. Roll Call vote. All were in favor. Motion Carries.

Old/New Business: There was discussion on inspecting the gravel pits and the date to be held. Deirdre advised notice must be provided by 9:00pm to the property owner, the prior night of the inspection. Chair Deirdre would like to update the checklist at next meeting. Land Use Clerk questioned how to process an amendment and if any fees should be applied as they are with an application. Chair Deirdre suggested a one page form of what is to change with the amendment to be submitted with original application. Chair Deirdre suggested learning more about impact fees and will research fees for applying for an amendment. This will be discussed at the next meeting. The Planning Board discussed budgeting for the upcoming year.

7:30: Jim Coffey presentation of maps: Jim Coffee presented navigation of the Assessors tax maps found on the Town website.

Russell Salo was not in attendance to discuss underground utilities. Shawn will reach out to him. The Planning Board briefly discussed what the process would be if Mr. Salo were to apply for an amendment.

Motion to adjourn by Josh. Seconded by Craig.

Meeting Adjourn at 8:49PM

Respectfully submitted,
Jennifer Minckler
Land Use Administrator