

**BOARD OF SELECTMEN MEETING
APRIL 13, 2021
MINUTES**

PRESENT: John Veaser (acting) Chairman; Jason Somero Selectman

Chairman Talbot, and Mr Butcher are absent this evening.

In attendance is Rick Donovan, Building and Code Enforcement.

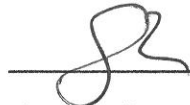
Building Inspector/Code Enforcement: Some issues in Building and Rick would like to present some ideas to streamline the processes. Rick discussed ordinances, there are state ordinances and then town ordinances that the Town has voted on. Rick noted that he is part time and not able to attend all the meetings. When a building permit is entered online, the clerk does a desk check, and makes sure Driveway permit, septic approval, plans, etc. When Planning or ZBA makes decisions the emails need to come back to the Building Department. Rick suggests that a note be added to the Building Permit from each board to make a note and comment on notes such as is a site plan review needed? Someone from each board needs to review more than once a month. Debbie Deaton (online), noted that the department meetings in the past were helpful in this process but they were dropped. Planning and Zoning items could be added in Avitar by the boards, and then viewed by the Building Department. Discussion was had about sharing documents, the benefits and the constraints. Debbie noted can't share some documents like intent to cut with other boards until they become public due to regulations. Selectman Veaser noted we need to get iWorks training started, get extra logins, and work to get members of boards trained, and work on circular communication. He also noted maybe we need to look at another position that can cover the Land Use in the case of absence or vacations.

OLD NEW BUSINESS: Discussion regarding cleaning company: For both the Town Office and the Police Station.

Motion to adjourn was made by Selectman Veaser, Selectman Somero **seconded**. All were in favor.

Respectfully submitted, Susan Mallett, Land Admin

**Minutes approved by
BOARD OF SELECTMEN**

 (not present, both like an accurate account of the meeting)

Shawn Talbot, Chairman



Jason Somero

John Veaser