

MINUTES
PLANNING BOARD
November 15, 2023 7:00pm
In-person/Zoom

Present: Deirdre Daley (Chair), Josh Muhonen (Co-Chair)-in person, Nichole Talbot-via Zoom, Liz Freeman- in person, Bruce Ruotsala- in person, Tim Somero- in person, Lou Guarino- in person, Jennifer Minckler- in person.

Citizens in attendance – Sam Benedict, John Schaumlöffel-via zoom

7:00pm Open meeting with the pledge of allegiance

Roll Call taken by Chair Deirdre.

Selectmen/Chair/Land Use Report: Land Use Clerk reported that she confirmed that all members have been appropriately sworn in for their current term. For year 2024 there will be (1) 1 year term vacancy, (1) 2 year term vacancy and (2) 3 year term vacancies.

Chair Deidre reported that she will not be here for the December 6, 2023 meeting. Chair informed the board that Monday 11/27/23 at 5:00pm the Finance Advisory Committee is presenting the Planning Board and the Select Board about the CIP.

Minutes of November 1, 2023: The minutes are to be reviewed at the next meeting held December 6, 2023. Some members were not able to access the draft minutes in Dropbox. Tim is to submit revised wording in the November 1 minutes relating to gravel pit inspections.

Old/New Business: There was discussion on amending the subdivision regulations for dead end street language. A public hearing will be scheduled on 12/6/2023. The section of the subdivision regulations is Section XI Cluster Residential Development, paragraph 11:02 Development regulations subparagraph A:4.

There was discussion among the Board about a warrant for the Floodplain Ordinance based on model language developed by the Office of Planning and Development to comply with the National Flood Insurance Program. The Board discussed one area for possible amendment to ensure consistency with other town documents regarding the correct language in lieu of “Building Permit Officer”. A public hearing will be scheduled for December 6, 2023 for review.

Chair Deidre advised the last day to publish a notice for first public hearing on zoning amendments is January 4, 2024. The last day for a public hearing for a warrant article is January 29, 2024.

Motion to adjourn at 9:25 by Josh. Motion seconded by Tim

Respectfully submitted,
Jennifer Minckler
Land Use Administrator