

## **Planning Board Meeting Minutes**

September 28<sup>th</sup> 2016      7:00pm      Town Hall

### Members:

Richard Fitzgerald

Tammy Pelletier

Julie Robinson

Jennifer Duquette, Admin. Assistant

### Guests:

### Documents:

**7:13 Richard Fitzgerald called the meeting to order**

### **New Business**

#### **Zoning Rewrite**

There will be a ZBA meeting for the rewrite prior to town meeting tomorrow, September 29th 2016. Later on in the fall there will be a planning board meeting including the zoning rewrite committee. December 5th is town meeting.

### **Boards & Committees Handbook**

Rich mentioned there are attendance stipulations for board members, the chairman will reach out to two members to ensure thier participation increases.

### **CEDS Representative**

Comprehensive Economic Development Strategy through FRCOG are searching for a planning board member. Jerry Wagner was a previous representative however he no longer will be our representative. Julie Robinson does volunteer to be the new representative. Meetings are typically quarterly. Tammy nominates Julie, Rich seconds, all in favor, motioned passed.

### **Community Preservation Committee**

Bob was normally our representative here as well however he is not here to vote for himself. Tammy Pelletier volunteered to act as our representative. Rich nominates Tammy, Julie seconds, all in favor, motion passed.

### **Review and Approval of Minutes**

Rich motions we approve June 8th minutes as amended, Julie seconds, all in favor, motion passed. Rich motions we approve January 27th minutes, Tammy seconds, all in favor, motion passed. February and March meeting did not meet quorum. Rich motions we approve April 13th minutes, Tammy seconds, all in favor, motion passed. Rich motions we approve May 25th minutes, Julie seconds, all in favor, motion passed. Rich motions we approve June 24th minutes, Julie seconds, all in favor, motion passed. Planning Board did not meet in July. Rich motions we approve August 17th minutes, Tammy seconds, all in favor, motion passed. Fourth Wednesday of the month at 7:00 is going to be our regular meeting date.

### **Mail and Memos - CPTC Training**

There has been a pamphlet received, copies will be made and distributed to each board member. Julie asks if there is a budget that cover the training? Rich responded yes. Julie mentioned she is more than willing to get some training.

**7:50 Adjourn** Rich makes a motion to adjourn, Julie seconds, all in favor, motion passed.

Date Approved: 12/7/2016

Richard Fitzgerald

Richard Fitzgerald, Chairman

Jennifer M. Duquette

Jennifer Duquette, Administrative Assistant