

PLANNING BOARD
THURSDAY, FEBRUARY 23, 2023
RESOURCE ROOM

Attendance: Chair Tracy Sharkey, Vice chair Jake Schultzberg, Meg Schlesman, Aaron Socrat, Richard Preston, Mike Greco, Mike Zwicker, Matt Benoit Community Development Director (remotely)

Absent: Ernie Marks

Chair Tracy Sharkey called the meeting to order at 7:02 PM

1. (7:02 PM) (0:10 TS) Citizen's Forum: Call for Public Comment: NONE
2. (7:02 PM) (0:19 TS) ANR's: NONE
3. (7:02 PM) (0:20 TS) Public Hearings: NONE
4. (7:02 PM) (0:22 TS) Additional Business:
 - a. (7:02 PM) (0:23 TS) Town Meeting Warrant Articles - Due March 2nd – Possible Votes
 - Flood Plain District proposed warrant article, and they have received feedback from both Town Counsel and DCR. This must pass by 2/3 vote and if it does not the town will lose its flood insurance.
(7:05 PM) (3:05 TS) Motion to recommend the floodplain district zoning bylaw change to the Board of Selectmen for town meeting consideration made by Mike Zwicker, seconded by Jake Schultzberg. Roll call vote – Meg Schlesman, Aaron Socrat, Mike Greco, Mike Zwicker, Rich Preston, Jake Schultzberg all in favor.
Two other articles that Mr. Benoit wanted to make the board aware of, a letter came in today from Attorney Henry Lane regarding the Stonegate Subdivision which are 2 small cul-de-sacs that the town had reviewed by the town's consultant and this was ready for fall town meeting consideration but the general bylaws state that they only accept road acceptances at spring town meeting. Attorney Lane is asking if the Planning Board would sponsor this article at spring town meeting. Mr. Benoit stated that there are few things still needing to be done legally to this and the town is still holding a small bond to have those things taken care of.
(7:08 PM) (6:20 TS) Motion to have the planning board sponsor this article for spring town meeting made by Jake Schultzberg, seconded by Aaron Socrat. Roll call vote – Meg Schlesman, Aaron Socrat, Mike Greco, Mike Zwicker, Rich Preston, Jake Schultzberg all in favor.
The second article that Mr. Benoit wanted the board to be aware of is a movement by the Finance Director for eliminating the need for 53E ½ accounts, and if the board would be interested in producing a letter of support that article to the Finance Director.
(7:11 PM) (9:50 TS) Motion to send a letter of support to the Finance Director to eliminate the 53E ½ accounts made by Mike Zwicker, seconded by Jake Schultzberg. Meg Schlesman abstained, all other members in favor.
The board asked Mr. Benoit about the building height bylaw, and he responded that the building inspector is not putting to town meeting. The board discussed the bylaw and whether they think it should be done or that there is no need for it.
 - b. (7:15 PM) (13:05 TS) Budget FY2024 – Update

Mr. Benoit is making the board aware of a budget line item that the Town Administrator and Finance Director are asking for to have funds for advertising, so that they do not have to ask the applicants to write two checks for advertising because the first check is held too long. Mr. Benoit asked for a \$5000 advertising account. If this does pass, then the board will have to put something into their fee schedule about advertising fees. In regards to the budget Mr. Benoit has also, requested capital to purchase GIS software for better maps, and the estimate given last April was \$5770.00. This was approved in July and then the state contract expired, and the discount was no longer available so the price went to \$7000 up until the contract was renegotiated so Mr. Benoit did not take action all summer, fall and winter waiting for the contract to be revised and it still has not been done. The board and Mr. Benoit agreed that the new software is needed. The board also discussed the fee schedule for the ads and stated their concern about not wanting to make money off the applicants for the ads and Mr. Benoit agrees and responded that is something they have to discuss and collectively come up with something so that doesn't happen. The board discussed options of creating a flat fee for advertising or sending the ad invoice directly to the applicant pay. Mr. Benoit responded that if the applicant does not pay the ad fee then the towns advertising account gets shut off and then they cannot place another add until the balance is paid. Ms. Sharkey suggested they place the ad with a disclaimer that the applicant is to bring a check once the ad fee amount is known, and the admin fees be put in the application fees as part of the application. Mr. Benoit responded that he would pass that on to the Finance Director.

(31:25 TS) Mr. Zwicker asked why Davis Street has been taken off the agenda for the last couple of meetings. Ms. Sharkey responded that she thinks a better route to take would be to request an update from the zoning enforcement officer because he enforces the special permits. Ms. Sharkey stated that if he would like that from him then the board can motion to request it.

(32:20 TS) Motion to request an update on the special permit for 93 Davis Street from the building inspector and to cc the Select board on its status made by Mike Zwicker, seconded by Jake Schultzberg. All members in favor.

5. (7:37 PM) (35:20 TS) Meeting Minutes: December 8, 2022 – Possible Votes
The board will hold the vote until next meeting.

(7:38 PM) (36:55 TS) Motion to adjourn the meeting made by Mike Zwicker, seconded by Jake Schultzberg. All members in favor.

Upcoming Meetings: March 9, 2023 & March 23, 2023

Respectfully submitted,

Stephenie Gosselin, recording secretary