

**NEWRY PLANNING BOARD
MINUTES OF BOARD MEETING
Wednesday, March 4, 2020
Raymond C. Foster Municipal Building**

Full discussion on topics below is available on audio recording at the Newry Town Office.

Members Present: John (aka Gootsch) Gauthier (Board Chair), Kenny Young (Board Vice Chair), Gary Drown, Becky Bean (Board Secretary & Recording Secretary)

Members Late:

Members Absent:

Staff Present: Dave Bonney (Code Enforcement Officer); Shelley Norton of AVCOG

Call to Order: Chairman John Gauthier called the meeting to order at 6:57 PM.

Current Attendance/Quorum: The Chair took attendance and confirmed the presence of a quorum.

Prior Attendance/Voting Eligibility: The Chair noted that all members attended the last meeting, and therefore, all members are eligible to vote at tonight's meeting.

Previous Meeting's Minutes: The Board reviewed the previous meeting's minutes. **Kenny moved to accept the minutes as written. Gary seconded. With no discussion, the motion passed with all voting in favor.**

For the record, the Board held an Ordinance Workshop prior to tonight's meeting with Shelley Norton of AVCOG and discussing changes to the Shoreland Zone Ordinance.

Old Business

a) **Geri and David Shepard (Peaks Village)—Eric List of Winter Haven Builders (#20-254)—Sign Plans:** Eric List representing Geraldine and David Shepard brought to the Board the corrected site plan for Lot 90 of Peaks Village per the Condition of Approval for this application as well as a plot plan for the project. The Board proceeded to review and discuss the plans, confirming that the requested corrections were made.

Gary spoke about the stop work order imposed following the Board's last meeting. Gary noted that he voted in opposition of the motion regarding the stop work order and distributed some information that he found in the State of Maine Constitution in regards to discrimination. The Board, CEO and Shelley Norton of AVCOG discussed the Condition of Approval placed on this application at the Board's Feb 5th meeting, and the actions that took place prior to the Feb 19th Stop Work Order being imposed.

The Board then signed three copies of the Site Plan – one for the Town's files, one for the applicant, and one to be filed at the Registry of Deeds.

New Business - none

Findings of Fact

Becky noted that in working on the Findings of Fact documents below, she noticed that Board neglected to vote on finding an application complete. Therefore, she created a "Cheat Sheet" listing the steps for reviewing an application, which the Board can use as a reminder for future applications.

- a) **Royal River Development Corporation—Site Plan Application #19-252:** The Board proceeded to review and discuss these Findings of Fact. **Kenny moved to accept Application # 19-252 Findings of Fact and Conclusions of Law as written; Gary seconded. The motion passed unanimously.**
- b) **AT&T – Site Plan Application for changes to existing cell tower (no application # assigned):** Gary moved to approve the Findings of Fact for AT&T’s cell phone tower. Kenny seconded. The motion passed unanimously.
- c) **Sunday River Skiway Corporation—Site Plan Application #20-253:** Since Shelley provided at tonight’s meeting the corrected Staff Review for this application, Becky moved that the Board decline approving this Findings of Fact so she may add the revised Review to the List of Submitted Documents; Kenny seconded. Becky withdrew her motion and Kenny withdrew his second. Changes to this document were discussed and a revised document will be brought to the next meeting for review.
- d) **Royal River Development Corporation—Shoreland Zone Permit Application #20-255:** Shelley also provided at tonight’s meeting the corrected Staff Review for this application. The Board discussed this document, and it will be revised and brought to the next meeting for review.

Mail Becky noted that all of the emails below were forwarded to the whole Board and any pertaining to an application were printed and placed in the application’s file.

- Email from Gootsch dated Feb 6 responding to Jack Andrews’ Feb 5 email regarding the AT&T project
- Email from Ester of Main-Land Dev. Dated Feb 6 regarding Royal River Development zoning change request
- Email from Joe Aloisio dated Feb 6 regarding Sunday River’s application 20-253
- Email from Amy Bernard dated Feb 6 confirming the escrow check from Sunday River arrived at the Town Office.
- Email from Jack Andrews dated Feb 7 responding to Gootsch’s Feb 7 email
- Email from Becky to the whole Board dated Feb 7 regarding Ester’s Feb 6 email.
- Email from Becky dated Feb 7 testing the new distribution list the Board member’s new Town email addresses (Gmail accounts)
- Email from Gootsch dated Feb 10 regarding Ester’s Feb 6 email about transferring Royal River’s the application fees
- Email from Dave Bonney dated Feb 10, regarding Ester’s Feb 6 email about transferring Royal River’s the application fees
- Email from Shelley Norton dated Feb 10 regarding Ester’s Feb 6 email about transferring Royal River’s the application fees
- Email from Christopher Wright dated Feb 10 regarding the Sunday River Inn property – changing the use to a single-family residence
- Email from Gootsch dated Feb 10 regarding the Sunday River Inn property – changing the use to a single-family residence
- Email from Dave Bonney dated Feb 11 regarding Ester’s Feb 6 email about transferring Royal River’s the application fees
- Email from Dave Bonney dated Feb 11 regarding the Sunday River Inn property – changing the use to a single-family residence
- Email from Gootsch dated Feb 11 regarding Ester’s Feb 6 email about transferring Royal River’s the application fees
- Email from Becky to Christopher Wright dated Feb 11 responding to his Feb 10 email regarding the Sunday River Inn property
- Email from Christopher Wright dated Feb 11 in response to Becky’s email
- Email from MMA dated Feb 12 regarding Verbal Judo Workshop in Augusta March 27 and Bangor July 13
- Email from Esther of Main-Land Dev. Dated Feb 12 regarding Royal River Development Shoreland Zoning application

- Email from MMA dated Feb 13 regarding Managing Freedom of Access Requests Workshop March 31 in Orono and Nov 5 in Portland
- Email from MMA dated Feb 18 regarding Revamped 2020 Municipal Technology & New Energy Conference April 28 in Augusta
- Email from Shelley Norton dated Feb 19 regarding staff reviews for applications 20-253 & 20-252
- Email from MMA dated Feb 24 regarding How to Run Effective Meetings Workshop April 7 in Freeport
- Email from Joe Aloisio dated Feb 25 regarding adjusted ski bridge
- Email from MMA dated Feb 26 regarding Managing Freedom of Access Requests Workshops Orono March 31 & Portland Nov 5
- Email from Esther of Main-Land dated Feb 27 regarding Shoreland Zone Map Revision
- Email from MMA dated Feb 27 regarding Managing Freedom of Access Requests Workshops March 31 Orono, August 26 Augusta, and November 5 Portland
- Email from MMA dated Feb 28 regarding Revamped 2020 Municipal Technology & New Energy Conference April 28 in Augusta
- Email from Amy Bernard dated March 2 regarding \$500 escrow check from Main-Land Development
- Email from Shelley Norton dated March 3 regarding Shoreland Zoning Ordinance
- Email from Shelley Norton dated March 3 regarding Timber Harvesting Standards

Open Discussion

- Who initiates a request for Shelley Norton's services?** Shelley explained to the Board the contract she has in place with the Town and the importance of her knowing who initiates the requests for, or approval of, her services to ensure the Town has the funds to cover her services. The group discussed changing the Ordinance to require applicants to submit applications a certain number of days prior to the Board's meeting date. The group discussed the valuable work Shelley did for the proposed changes to the Shoreland Zoning Ordinance and using Shelley's services for updating the UDRO and the various applications.
- Teleconferencing** -- The group discussed the possibility of setting up a teleconferencing system so Shelley could participate in that manner and to save the Town money when appropriate.
- Town of Newry email addresses:** Becky noted that Amy Bernard has set up every Planning Board member with a Town Gmail account for Planning Board emails – first initial last name newrymail@gmail.com (ex: bbeannewrymaine@gmail.com). Contact Amy Bernard for your passwords. Becky will distribute instructions on how to automatically forward the emails coming into your Town gmail account to your regular email address.

Next Meeting – Wednesday, March 18, 2020 5:30 for the UDRO Workshop with Shelly
7pm for the regular meeting.

Adjournment Gary moved to adjourn; Kenny seconded. Motion passed with all voting in favor. The meeting adjourned at 8:32 PM.