

NEWRY PLANNING BOARD
MINUTES OF BOARD MEETING
Wednesday, June 16, 2021
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), Bruce Pierce (Board Vice Chair),
Becky Bean (Board Secretary & Recording Secretary), Randy Akers (Alternate),
Ted Baker (Alternate)

Members Late:

Members Absent: Amy Call

Staff Present: Shelley Norton of AVCOG via Zoom

Call to Order: Chairman John Gauthier called the meeting to order at 7:01 PM.

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

Prior Attendance/Voting Eligibility: The three full board members who are present at this meeting were also present at the last meeting and, therefore are eligible to vote.

Previous Meeting's Minutes: The Board reviewed the previous meeting's minutes. **Bruce moved to accept the minutes of the last meeting as written. Becky seconded. There was no discussion. The motion passed with all voting in favor.**

Business

- a) **Project # 21-265;** SUBDIVISION AMENDMENT; **Sunny Hill Subdivision;** Sunday River Road, Map R-14 Lot 3; Burt Mill, owner; Gary Inman and Casandra Whorff agents: Casey Whorff emailed the Board prior to tonight's meeting saying they would not be attending tonight but requested to be on the agenda for the next meeting, which will be July 21st.
- b) **Project # TBD;** SUBDIVISION AMENDMENT; **Great Brook Preserve Subdivision;** Glades View Avenue, Map R-4 Lots 10 & 11; Scott McAllister & Elizabeth Aitken owners: Mr. McAllister explained the reason for his request to move the lot line. The request for the lot line change is due to an error – true north was not taken into consideration during the building stage, and therefore, the angle of the lot line was off resulting in the applicant's well and propane tank being placed on his neighbor's property. Mr. McAllister has worked out a mutual plan with those neighbors, Tom & Vicky Mills, to correct that error.

During the review of the application and materials, the Board requested the following items from the applicant: A signed letter from Tom & Vicky Mills giving their approval for the lot line change; two large copies of the site map (at least 11x17") with the surveyor's signature and seal; copy of letter sent to abutters (HOA and the Mills only) along with a photocopy of the certified mail receipts to prove the letters were sent; the application fee of \$200 needs to be paid; and a corrected Amendment application showing the correct approval date of the previous application and the applicant's signature on this Amendment application..

The Board explained to the applicant that, in addition to emailing the application and all supporting documentation 10 days prior to the meeting, hard copies of all these documents must also be submitted (mailed to or dropped off at the Town Office) prior to the meeting per the UDRO (NOTE: the UDRO states 10 copies, but only 7 are needed).

Findings of Fact - none

Correspondence/Mail:

(NOTE – All emails listed below (received before the 72-hour deadline for tonight’s meeting) were forwarded to the Board for review; the emails were not read aloud at the meeting. Emails pertaining to a particular application have been printed for the file.)

- Email received 6/3/2021 from Becky Bean RE: Direct link to audio recordings in PB folder of Newry’s DropBox account
- Email received 6/3/2021 from Becky Bean RE: Comprehensive Plan—2005
- Email received 6/5/2021 from Scott McAllister RE: Lot line changes UDRO [Great Brook Preserve lot 7]
- Email received 6/8/2021 from Scott McAllister RE: Lot line changes UDRO
- Email received 6/10/2021 from Amy Bernard RE: Randall Akers contact info
- Email received 6/15/2021 from Shelley Norton RE: Remote Board Member Participation Status
- Email received 6/16/2021 from Casandra Whorff RE: Sunny Hill Subdivision
- Email received 6/16/2021 from Dave Bonney, CEO RE: Sunny Hill SD
- Emails received from MMA
 - Local Planning Board & Boards of Appeal -Live Zoom Webinar- July 20, 4-7:30pm
 - Action Alert on Bill that Preempts Local Authority (Accessory Dwelling Units) – received 6/9/2021

Open Discussion

- a) Meeting participation by Board members via Zoom will cease per State Law at the end of July. This also applies to Public Hearings. Shelley noted that the State is working on emergency legislation which would allow the Town to develop a policy that would make remote meetings allowed permanently. The Town may want to think about developing a policy to have ready in case this legislation passes, and the Town chooses to allow remote meetings. If the town chooses to not allow remote meetings town-wide, the Planning Board could start discussions with the Select Board to see if a policy could be approved for the Planning Board to hold remote meetings. If the Town chooses to do this, then the Ordinance should be updated to clarify the policy.

Just to clarify – Shelley, the Code Enforcement Officer, the town’s attorney, etc. can still attend remotely; the law only applies to Board members.

It was noted that if/when a Board member participates via Zoom, they must still come to the Town Office to sign any approved plans, etc. within a timely fashion (within a week or so).

- b) The Board discussed the fact that as of July 1st, Becky will no longer be a Board member (just a recording secretary), and Bruce has mentioned that he will not be at the July 21st meeting. Therefore, in order to have a quorum at that meeting, the Alternates (one or perhaps both if Amy Call is absent or does not review the materials and listen to the recordings of the meetings she missed) will need to get up to speed, so to speak, in regards to the Sunny Hill Subdivision Amendment application. Becky will share all meeting minutes from meetings where that application was discussed, ensure the audio recordings are still available in DropBox, and forward all emails with materials (application & supporting documents) pertaining to that Amendment application to the two new alternates: Ted Baker and Randy Akers.
- c) Ordinance Binders – Becky will check with Amy Bernard to see how Ted, Randy, and Amy Call can receive their new binders. Bruce will check with Amy Call to see if she has already received hers. Shelley will send the recently revised Ordinances (the Planning Board Ordinance and the Shoreland Zoning Ordinance) to Becky. Becky will make copies for each Board member to update their binders.

Next Meeting – Wednesday, **July 21, 2021** at 7pm.

Adjournment Bruce moved to adjourn; Becky seconded. Motion passed with all voting in favor. The meeting adjourned at 7:46 PM.