

# Planning Board Meeting Minutes

October 16<sup>th</sup>, 2023

Attendees: Joel C., Billy H., Jeanne G., Anne B., Mark V., Noah B.

Virtual Attendees: Bruce W. and Mike S.

## Call Meeting to Order

Meeting called to order at 4:02 P.M.

## Update to the Agenda

No Updated to the Agenda

## Public Comment

No Public Comment

## Zoning Administrator Report

Joel presented the zoning administrator report and recent violations for two residents. Joel will be reaching out to each of these residents regarding proper permitting and regulations.

Additional permit that Joel received regarding a 10x10 shed. The board agreed a permit application still needs to be recorded but not paid. A document showing that a 10x10 shed or less meets setbacks.

Jeanne brought another incident of an owner building an extended deck on the front of the home and behind the home. No permit has been recorded here at Town Hall. Joel stated that he would investigate the matter.

Need an ad out for a new Zoning Administrator Joel will resign effective December 31<sup>st</sup>, 2023. Joel will begin training a new Zoning Administrator effective immediately.

The board did ask if Mr. Webster would be interested in the position. Mr. Webster stated he would first want to speak with Joel regarding the position.

## All Hazard Mitigation

Town Manager to review the grant agreement for the All-Hazards Mitigation. Noah mentioned that the town could write and update the all-hazard mitigation document. The board agreed to allow the Town Manager to update the All-Hazards Mitigation and provide regular updates to the Planning Board.

## Zoning Bylaw Review

The Planning Board discussed permit fees and signs as it relates to the zoning bylaws.

## Other Business

No Other Business

Approve minutes of previous meeting

The board approved the minutes from the previous meeting of October 2nd.

Adjourn

Meeting adjourned at 5:02 P.M.