

Newfield Planning Board Minutes

Date: Weds. Nov. 6, 2019

Attendance: Sherry B., Anthony G., Gloria D., Skip T. (joined workshop at 7:30), Linda B.

Absent: Ben B. (excused), Jeff (excused), Dawn R., (excused)

Quorum present: yes,

Eric S., Dan Phelan, Ed Moulton and two other visitors

Linda B.(alt.)voting member tonight

| Topic | Discussion | Decision |
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| <u>Call to order</u> | Linda B. volunteered to take minutes | Comp. plan workshop at 7:11 pm Meeting called to order at 8:03 pm |
| <u>Pledge Minutes</u> from Sept. 4,2019 Oct. 1,2019 | Pg. 2 correction Change the word lots to driveways Typo corrected Brief comment on abutter notification Pg. 2 change mad to made | 8:03 pm Motion made by Skip to accept Sept minutes with corrections second by Sherry Vote: 5-0-0 unanimous Motion made by Sherry to accept Oct. minutes with corrections second by Anthony. Vote: unanimous 5-0-0 |
| <u>Public Comment</u> | Ed Moulton- interested in information on the proposed subdivision on Libby road. Dan Phalen asked for information on the status of the subdivision on Libby Rd. A letter was written by Newfield Committee for Managed Growth to the Pb re: the Libby Rd. subdivision proposal. | Shared that abutters will be notified if there is a public hearing scheduled. Agenda items can be obtained by contacting town office. Applicant has not requested to be placed on the boards agenda yet. A copy of the letter was given to all members of the board in attendance and will be placed in the application file |
| <u>Old Business</u> Comprehensive Plan Shoreland Zoning update | Move old business up on agenda in order to accommodate consultant schedule Eric S from SMPDC attended workshop with the PB. Goals, Policies and Strategies were completed and ready for public input. A visitor had some suggestions for edits which were accepted by the PB. Results of community survey are pending tabulation. Eric S. updated the board on the progress of the update of the ordinance. He is trying to obtain the mapping info from 2013 and has left a message with Steve Sanborn, the town's C.E.O. at that time. Eric had questioned if SMPDC had the most recent update of Newfield's Shorelad Ordinance. | Motion made by Anthony, seconded by _____. Vote: 5-0-0 Schedule public hearing for Weds. Dec.4,2019 at 7 pm-snow date Dec. 5 th And Weds. Jan.8,2020 @ 7 pm- snow date Jan. 9,2020 Survey results report anticipated to be ready for Dec. 4 th hearing. Gloria to contact T.O. to get advertisement onto website and into local papers. Eric will send updated comp plan goals, policies and strategies to PB chair and to town office secretary by Friday. Eric and Lee from SMPDC will continue work on updating ordinance and obtaining and updating the map. Gloria to send, later this week,an electronic form of Newfield's most recent shoreland ordinance and the recommended State guidelines that were received from Norm H. C.E.O. to Eric at SMPDC. |

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| <p>Ordinance updates</p> | <p>Another discussion of removing dollar amounts for fees was discussed. Two more sections have been identified to be edited in the Subdivision Ordinance. Made plans for a public hearing. Article VI – Minor Subdivision, 6.2 ,B. To read: All applications for Final Plan approval for Minor subdivision shall be accompanied by an application fee of \$80.00, payable by check to the municipality. <u>Fee determined by the Town and set forth in a schedule of fees posted at the town office.</u></p> <p>Article VIII-Final Plan for Major Subdivision, 8.1, B To Read: All applications for Final Plan approval for major Subdivisions shall be accompanied by an application fee of \$20.00 per lot or dwelling unit payable by check to the municipality. <u>Fee determined by the Town and set forth in a schedule of fees posted at the town office.</u></p> <p>An abbreviation correction to Article VI, section 6.4. E. 2, Bulk standards-Village District To read: 60,000 sf <u>square feet</u></p> | <p>Motion made by Anthony and seconded by Sherry to accept the recommended edits to Newfield’s Subdivision Ordinance Article VI,6.2,B-striking \$80.00 and adding: <u>Fee determined by the Town and set forth in a schedule of fees posted at the town office.</u> AND Article VIII, 8.1, B in Newfield’s Subdivision Ordinance - striking \$20.00 and adding: <u>Fee determined by the Town and set forth in a schedule of fees posted at the town office.</u> AND In the Land Use and Zoning Book article VI, 6.4, E., 2 Correcting sf to <u>square feet.</u></p> <p>Vote Unanimous 5-0-0</p> <p>Public hearing to be held on: Weds. Dec.4,2019 at the W.. Newfield Town Hall – town office to be notified for public notice.</p> |
| <p>New Business</p> | | <p>•</p> |
| <p>Pepin Communication to T.O.</p> <p><u>Other Items</u></p> | <p>Nichole at town office shared an e-mail message with the board from M Pepin regarding what procedure needs to be taken at the Carroll Pit Rd. Gravel Pit. The original applicants file has been reviewed. A permit for a <u>5 acre</u> gravel extraction operation with several conditions was granted by the Newfield PB several years ago. The D.E.P. permit is reportedly for 9 or 10 acres.</p> <p>Reviewed quote of \$1400 for laptop purchase from KYOCERA Document Solutions Reviewed PB budget balance Reviewed a price for similar Laptop in Best Buy</p> | <p>Nichole to meet with C.E.O. and gather any other pertinent information, which may include the D.E.P. permit.</p> <p>Currently the Pepin Pit’s commercial activity needs to be documented to confirm an active or expired C.U.P.</p> <p>After meeting with the C.E.O. Nichole will inform the board when Mr. Pepin will be addressing the PB about the C.U.P.</p> <p>Agreed on quote and purchase from KYOCERA</p> <p>Gloria will notify Nichole at T.O. to proceed with the purchase.</p> |

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| | <p>PB annual budget is due. Reviewed some of the previous expenses for ads, office supplies, training & secretary salary.</p> <p>Discussed briefly current minimum wage and the increase expected in Jan 2020</p> | <p>Will finalize budget at the December meeting</p> <p>Motion to adjourn at 9:25 made by Skip and seconded by Sherry.</p> <p>Vote: Unanimous 5-0-0</p> |
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Next meeting: Weds. Dec. 4, 2019 at 7pm

Minutes taken by Linda B. typed by Gloria D.