

**Dec.2,2020 Newfield Planning Board Minutes
Town of Newfield,**

Dec.2,2020

Absent:

Zoom and in person at Town Hall

Quorum present: Ben, Skip, Dan, Gloria,
Emily, Anthony joined at 7pm

Topic	Discussion	Decision
<u>Call to order</u>		5:30pm break at 6:30pm reconvene at 7pm
<u>Pledge Minutes</u> from 9-2-20 mtg 10-7-20 mtg 10-21-20 Shoreland Ord. workshop 10-31-20 NBD Solar site walk 11-4-20 mtg 11-4-20 public hearing -pending 11-4-20 workshop	<p>This meeting was started at 5:32 to address previous meeting minutes not yet approved, PB bylaws, Secretary Job Description, 2021 PB budget and hiring process for secretary.</p> <p>Skip asked if there was an error on the Oct. 31 minutes re the height of the berm.</p> <p>11-4-20 public hearing minutes have been sent to be transcribed and will be ready for approval at a later date.</p>	<p>Recited</p> <p><u>Motion</u> made by Ben to approve minutes as written Seconded by Gloria Ben-yes, Skip-lost internet access Gloria-yes Dan-yes,</p> <p>11-4-20 public hearing minutes pending</p>
<u>Public Comment</u>	none	
<u>New Business</u> PB Full voting member	Dan accepted the nomination to be a PB Full Voting Member Welcome the newest member to the PB, Emily Foss.	FULL voting members are: G.Dyer S. Tongue B. Buzzell A. Garrity D. Phalen Associate Member-E.Foss
PB By-Law	The Board discussed areas in the by-laws that may need updating. These sections: Members and their duties, Other Board members, Employees and Regular meetings are sections that need work. Clarify roles of the officer of Secretary and the Recording Secretary. Verify the number required by Statute to declare a quorum, we believe it is 4. Members concurred that we need to change the title of recording secretary to Administrative Assistant.	Section 2.2, 2.4, 2.5& 4.1 Will be updated as discussed and presented at a subsequent meeting for review and vote.
<u>Old Business</u> Subdivision Ordinance changes	Article 1 Purpose of the Newfield Subdivision Ordinance has been brought up to date to Title 30A M.R.S.A. The document has been reviewed by the Town Lawyer who has suggested adding 1.14A and then send to D.E.P. for approval since that department approves the Towns Shoreland Ordinances and 1.14A references that.	A <u>motion</u> was made by Ben to accept Article I Purposes, updates of the Newfield Subdivision Ordinance as written and to be sent to D.E.P. for review and then to the voters of Newfield in

<p>PB 2021 Budget</p>	<p>PB 2021 Budget The 2021 budget was reviewed Additional funds will be requested to meet the requirements to hire an Administrative Assistant and increase the number of hours.</p>	<p>March. Motion seconded by Dan Roll call vote: Ben-yes Dan-yes Gloria-yes Skip- periodically lost internet connection</p> <p>Motion made by Ben and seconded by Skip to accept the proposed budget for 2021 in the amount of \$8,895 Roll call vote: Skip-yes, Ben-yes, Dan-yes, Gloria-yes</p>
<p>Secretary Job Description</p>	<p>Secretary job description was reviewed and the work type and number of hours needed were discussed. The PB needs more than clerical work done and the PB members reached consensus that the job description is better described as an Administrative Assistant.</p>	<p>It was decided that the PB would make changes to the job description to Administrative Assistant.</p>
<p>Administrative Assistant Ad process</p>	<p>The Board discussed the advertising method for hiring Administrative Assistant. The board will continue the same method as it has in the past. Advertise as soon as possible</p>	<p>Advertise for two weeks in the local paper and until a qualified candidate is found. Interview committee, Nichole Hubbard, PB members, select board member</p>
<p>Map 32 Lot 2.2 update Tri-Force Realty</p>	<p>An application for five storage trailers was brought to the board in Sept. There were some questions on the proposed use and if the C.E.O. or the PB should handle the application. The applicant stated at the Sept meeting that he and his wife were leasing the parking area and were growing medical marijuana. The applicant stated that the main building is a "separate operation" leasing the building on site. The applicant shared that each of these businesses have four employees, all registered with the State of Maine. The application was tabled until the Nov.4,2020 meeting. Norm, Newfield C.E.O will do some research and get back to the applicant and the Board. Board chair contacted Newfield C.E.O. on Nov.3 and learned that the item was removed from the Nov. 4th agenda. The Pb has a memo from the C.E.O. explaining what his decision is after doing research on the matter. The memo states that Mr. Gee is registering the trailers so he can transport them. The trailers have electrical disconnects. The memo goes on to state that a wall will be built the length of the trailers to provide screening.</p>	<p>In the future the Board may consider writing communication to the C.E.O. about various land use topics.</p>
<p>Map 22 Lot 4.1 NBD Solar 7 pm Public Hearing continued from Nov.4,2020</p>	<p>After the public hearing concluded at 7:35 pm the PB took up the review of the NBD Solar application. New information that was received from a community member was commented on. The new information was a document from the D.E.P. Waste Management Supervisor regarding disposal of solar panels. Due to variability in the panels individual testing should be</p>	<p>See Public Hearing Minutes</p>

	<p>completed to determine if the panels are nonhazardous or hazardous due to the potential existence of heavy metals. The document also commented on the ability to recycle the panels at the end of their life cycle. The applicant states that the project is a green environmental project that brings the town some tax revenue and does not use many of the town's services. A discussion by the Board then ensued on the solar array application. Two Board Members expressed that there were too many unknowns at this point & desired more detailed information prior to making a decision on the applicant's ability to meet the standards without having a negative impact on the Town. Areas of concern were: will the Town's natural resources (D.E.P. mapped aquifer, Branch Brook, Rock Haven Lake and aquatic wildlife) adjacent to the property be protected from negative impacts? Documentation of the D.E.P. Permit by Rule amended application is pending, the dollar amount of the decommissioning plan, CMP Impact study pending, too many details said to be provided prior to construction, absence of the requested materials list used in the panels, minimal data provided regarding the depth of sand and gravel on the site, lack of updated plan sets to include agreed upon irrigation system and other items. The majority of the Board Members felt that there was enough Information submitted to proceed with the Conditional Use Permit consideration. PB members stated that some of the concerns could be addressed with conditions attached to the permit and other concerns were addressed on plan sets C5 29-37 and in a supplemental letter from the applicant dated 10-28-20 paragraph 8. The Board members started reviewing the standards of the C.U.P. process in its Land Use and Zoning Book, Article VIII, Section III. Standards in this section 1 thru 5 were considered. Much of the review time this evening was spent on #4 Unusual physical characteristics and #5 Visual Impacts. Potential conditions to address section III, 1-5 were created. Due to the late hour, the chair suggested continuing this review at a subsequent meeting. Due to the developer's project timeline all parties agreed to a continuation in two weeks which allows for the required 10 days public notice.</p>	<p>Special meeting called for Weds. Dec. 16, 2020 at 7 pm. Public notice to be given in the usual manner.</p>
<p><u>Other Items</u></p>		
<p>Meeting adjourned</p>	<p>Motion to adjourn made by Ben and seconded by Gloria, all in favor</p>	<p>Adjourned 10:05 pm</p>

Next meeting: Weds. Dec. 16th at 7pm
 Typed: gd

