

**TOWN OF NEWFIELD PLANNING BOARD  
MEETING MINUTES OF DECEMBER 1, 2021  
NEWFIELD TOWN HALL  
23 SOUTH EFFINGHAM ROAD  
WEST NEWFIELD, ME 04095**

**ATTENDANCE**

Chair, Gloria, Ben, Dan, and Emily. Administrative Assistant, Maria Marchant was also in attendance. Ben was appointed by the Chair as an alternate voting member as Anthony was excused this evening and Skip arrived at 7:10 pm.

The Chair called a Quorum Status of four attendees and called the meeting to order at 7:01 PM and the Pledge of Allegiance was recited.

**PUBLIC COMMENT**

None. There is no one from the public in attendance at this meeting.

The Meeting Minutes of November 3, 2021 were reviewed. **A motion was made by Dan and seconded by Emily to accept the minutes as written with no discussion, errors or omissions. A unanimous vote was counted.**

**NEW BUSINESS**

The itemization of the 2022 Annual Town Report Letter was briefly discussed as well as the 2022 Annual Budget. The Administrative Assistant and Chair will prepare and forward these when approved to the Selectboard Secretary. A monthly Planning Board Budget Balance report will also be requested from the Selectboard Secretary. This report will be presented to the Planning Board monthly.

**OLD BUSINESS**

When the Town Hall has been rented out the assigned Planning Board equipment on the stage has been moved, unplugged and covered in silly putty recently. The Selectboard is working on providing heavy duty partitions or room dividers to protect and deter the public from entering this assigned area.

On Wednesday, November 17, 2021 the Planning Board held a public workshop to review the proposed Shoreland and Land Use Ordinances. Continued review of these ordinances was conducted at this meeting. Upon review completion it was determined that the Administrative Assistant would forward the final draft copies, and to include the VWWMA Zoning Map, to the DEP, IF&W and SMPDC for their review. If all goes as planned these proposed ordinance changes will be presented as Town Warrant Articles. **Motion by Skip and second by Gloria to accept the proposed ordinance changes. A unanimous vote was taken to accept the proposed Ordinance updates.**

It was mentioned that the Solar Array will no longer be installed due to a CMP decision.

**A motion of adjournment was made by Ben and seconded by Gloria. The meeting was adjourned at 8:58 pm with a unanimous vote.**

These minutes are not verbatim. – Maria Marchant, Administrative Assistant