Monday, November 16, 2015 WORKSHOP MEETING MINUTES (Approved 12/07/15) Vote: 4 Yes, 0 No

In Attendance: John Morrissey, Ken Hall, Bill Hoxie, Mat Cama Absent: Norm Harding Guests: Dr. Dennis Sullivan, Tom Thoman, Wes Sunderland, CEO; **Call Meeting to Order:** 6:30 PM by John Morrissey New Business:

- 1. Informal Hearing: Dr. Dennis Sullivan requests permission to open a branch office in the Foothills Physical Therapy building.
 - a. After discussion, it was determined that since there was no change of use involved, a site plan review was not necessary. A letter of approval will be issued at the December 7, 2015 Business meeting.
- 2. Sign Letters of Approval:
 - a. Matthew Cormier (Northeast Structures relocation)
 - b. Frank Sanborn (As-built subdivision)
- 3. Approve Minutes of the November 2 Business meeting.

a. Mat Cama: Motion to approve as presented; seconded by Ken Hall. Voted 4 Yes, 0 No.

Unfinished Business: None Communications Received/Sent: None

Agenda Items for Next Meeting: Business Meeting – Monday, December 7, 2015 @ 6:30 PM.

- 1. Approve Minutes of the November 02, 2015 Business Meeting.
- 2. Other:

Adjourn: 7:25 PM Respectfully Submitted:

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William Hoxie, Planning Board Secretary