 **PLANNING BOARD**

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Monday, December 2, 2019

BUSINESS MEETING MINUTES

**Call to Order**

Chairwoman Jessica Larson called the meeting to order at 6:30 p.m.

Present: Jessica Larson, Erica Craig, Angel Eastman, Sandra Watts, Code Enforcement Officer Wes Sunderland, Recorder Desirae Lyle.

Absent: Eve Bergstrom, Ken Hall, Nancy Perkins

Guests Present: John Watts, Diann Perkins

**New Business:**

**Note:** It was determined that a quorum was present which allowed the meeting to proceed.

1. **MMA Response**

Jess is still waiting for a response from MMA (Maine Municipal Association) she will follow up with them this week.

1. **SMPDC – Abby Sherwin**

Abby Sherwin was absent from tonight’s meeting due to the weather. She will meet with the Board again in January.

1. **Approve Minutes**

There were no minutes available for approval tonight.

1. **Miscellaneous**
2. Erica has an MMA Planning/Appeals Board workshop in Augusta on Thursday, December 5, 2019.
3. The Board reviewed the 2020 meeting dates. Jess mentioned that February 17, 2020 is President’s Day. Desirae reminded the Board that they have met on President’s Day before. Jess recommended they leave it as it is and if it needs to be changed they can do that at a later date.

Erica Craig made a motion to approve the scheduled dates as they are which reflects the March and September meetings being rescheduled due to Town Meeting and Labor Day. It was seconded by Angel Eastman. Motion carried with all in favor.

Desirae will send a copy to Monique Guptill to update the website.

1. **Budget Discussion**

Jess has updated the budget. There is an increase of $145.00 due to the new State minimum hourly wage rate of $12.00 an hour. This applies to the secretary position.

Jess would also like to submit a separate article to appropriate the sum of $2,000.00 to complete the required updates in the Cornish Land use Ordinance by Southern Maine Planning and Development Commission (SMPDC). Anything not expended will be returned to the general fund. Desirae mentioned that she has updated the dates on the budget request to this year instead of last year.

Angel Eastman made a motion to approve the 2020 budget with the corrected dates and the SMPDC Article. It was seconded by Erica Craig. Motion carried with all in favor.

1. **Communication**
2. Jess spoke with O’Donnell & Associates about Andrew Parker’s lot and it is in the Agricultural District. Jess asked them to get a quote together for the cost of updating the zoning map.
3. Wes Sunderland drafted a letter to Andrew Parker. He is in the Agricultural District, if you look at trucking, hauling terminals in the agricultural district you need a conditional use permit. Mr. Parker is an independent trucker; he would like to be able to park his trucks on his property overnight. The Road Commissioner Robert Sturgeon verified that the road is posted during the spring thaw. Sturgeon also noted that access cannot be denied to dwellings or businesses. Mr. Parker’s office is not located at his residence. Erica Craig mentioned the safety concerns with the ball fields being close to Mr. Parker’s property. Mr. Parker does not have a terminal at his property and there won’t be as much traffic since he only has two trucks.

Angel Eastman read aloud the letter that Wes has prepared. (This letter will be included with these minutes.)

Angel Eastman made a motion to approve the letter prepared by Wes. It was seconded by Erica Craig. Motion carried with all in favor. Desirae will make sure a copy is sent to the Selectmen, Town Clerk and Planning Board emails.

1. The tree lighting is on Friday, December 5, 2019.
2. Jess discussed ex parte communication with Board, this means discussing information with an applicant outside of a meeting. If anyone asks about meetings and what has happened they are welcome to come to the meetings and ask questions.
3. Desirae Lyle advised the Board that she will not be able to attend the next meeting on December 16, 2019.
4. Jess advised the Board that she will be sending out a copy of the Solar Power Ordinance for the Board to review so that the Board can approve it and send it to the Selectmen to be added to the March Town Meeting warrant.
5. Jess clarified that the Board is updating and restructuring the Land Use Ordinances. They aren’t being changed only updated. Changes will be made after the updated Land Use Ordinances are approved.

**Adjournment:**

Angel Eastman made a motion to adjourn the business meeting at 7:18 p.m. It was seconded by Erica Craig. Motion carried with all in favor.

Respectfully Submitted,



Desirae Lyle

CPB Secretary