

Palmyra Planning Board Meeting Minutes

Date: 9/27/2022

I. Call to order and flag salute – *The meeting was called to order by the Chair at 6:00 p.m. – flag salute.*

II. Roll call

Planning Board Members present: Chair Dave Leavitt, Vice-Chair Billy Boulter, Gary Beem, Corey Dow

Diane White, Secretary

Selectmen: Vondell Dunphy

III. Correspondence – *none*

IV. Process Land Use Permit Applications 4

a) Brent Frost – Subdivision Application Review (Map 3, Lot 10-A)

Billy reviewed:

- *Received tonight: a revised plan C1 and C3 with changes:*
 - *Added paved surface locations as requested*
 - *Changed the location of the proposed septic*
 - *Resubmitted HHE 200 – done on December 28, 2021 for Chris Cookson. To be discussed with the applicant at the next meeting.*
- *Still missing is the permit from the state and the fire chief's letter.*

More items outstanding. Billy suggested that a copy of the approved minutes be sent to the applicant so they are aware of outstanding items.

V. Announcements – *Public Hearing for Brent Frost Subdivision to be held on October 11, 2022 at 6 pm.*

VI. Reports

a) Secretary's Report 9/13/2022 – *Motion made by Corey to accept as written—Seconded by Gary. Approved 4-0.*

b) CEO Report – *Report received—Dave noted that there has been no updates since September.*

c) CEO Status of list of conditions (attachment 1) – *List prepared by Billy and resent on September 24th.*

Billy said that what he had requested was a response to the conditions on the list he had prepared.

Dave asked Vondell to mention at the Select Board meeting that the Planning Board would like an update for the conditions list. Billy suggested that the Select Board appoint one member to be responsible for overseeing the work of the CEO.

VII. Old Business

a) Shoreland Zoning Ordinance – CEO Analysis – *A copy of the Chapter 1000 distributed. Dave would like Travis to go over the document and make suggestions regarding what changes would*

benefit Palmyra. This would reduce the proposed changes from 66 pages to 1 or 2 pages. The Planning Board would then review to review before making recommendation to the Select Board for adding this to the warrant for Town Meeting. He said that Travis (CEO) is trained on Shoreland Zoning.

- b) Progress update: search for additional Planning Board members - *no update*
- c) Solar Array update
 - *Response from Adam Farkes received about Dave's questions regarding dead trees. Billy asked why the Planning Board is dealing with enforcement—this is something the CEO should do.*
 - *Corey said, as a citizen, he would complain about conditions not getting done and no effort is being made to get them done. He suggested that this be discussed under "public access" at the Select Board meeting.*
 - *Suggestion made to include something about straightness of trees in the ordinance.*

A motion was made by Billy to eliminate any further discussion about conditions put on the BD Solar Array at the Planning Boards meetings and assume the CEO is responsible for this. No second.

- d) Tractor Supply / Hometown Health Center Entrance update – *Dave explained that Billy had observed that the work done at the entrance to Tractor Supply (for the health center) does not conform to what was approved. Billy said that the architect had responded to him and verified that the work was for the new construction (Hometown Health Center). It was mentioned that administrative responsibility was up to the CEO. The architect responded to Billy and he is coordinating with Frank Crabtree (overseeing the phase for Harriman). He asked that Travis be contacted.*

Dave reviewed the concerns:

- *Configuration of curbing.*
- *Notice that was to go to the town.*
- *Test and inspection reports required.*
- *All work appears to be final work and in place without testing and inspection reports.*

Dave had a concern that by going to Tom (architect) and having him talk to Frank Crabtree (Engineer) then having them contact Travis (CEO), he is not sure all issues will be articulated.

VIII. New Business

Dave asked about an application that was emailed (for the 10/11 meeting) for the Chinese restaurant on Main Street. Diane explained that the business will change owners and the name of the restaurant will change. No other changes will be made. Planning Board members discussed the need for an application and agreed that, since the only change is the business owner and business name, this does not need a Planning Board permit. Diane said that they may need something from the town for their liquor license and she can give them a Certificate for engaging in a Mercantile Business. She explained that this is a state requirement for businesses that are not incorporated.

IX. Adjournment

6:41 pm – motion made by Corey at adjourn—seconded by Dave. Approved 4-0.

*Respectfully Submitted
Diane White*

NEXT MEETING - 10/11/2022