

DATE: February 4, 2020

CALL TO ORDER: 6:30 PM

PRESENT:

Members: Jim Amaral, Tom Albee, Jeff Spinney, Taylor McGraw, Laurie Hiestand, Peter Tischbein

Public: Ed Pentaleri, Honor Sage, Cathy Johnson, Gordon Davis, Jeff Philbrick, Maria Jennes, Jessica Clifford(reporter)

BUSINESS:

1. **Shoreland Zoning Ordinance Continued Discussion**
2. **Operational Procedures for Planning Board**

Discussion was opened regarding Maine Municipal Association's suggestion that Planning Boards follow the "Operations of Meetings."

1. Chairman Spinney brought the meeting to order at 6:30 PM
2. A quorum was present
3. No Alternates were elevated to acting members
4. Postings were completed
5. Reviewed meeting minutes of December 3, 2019

Tom Albee made a motion to accept the meeting minutes of December 3, 2020. Pete seconded the motion. Motion Carried.

The Chairman noted that he had drafted a several page summary of the MMA manual for local planning boards. The draft was circulated. Pete suggested that on the subject of site visits, that the attendees are listed and other notable observations mentioned as well as the date and location of the visit.

There was some discussion about alternates and whether they should vote on issues at meetings.

Once a solid draft of the By-Laws for Operation of the Planning Board is complete, they will be sent for review by the town attorney, Amanda Meader.

The Chairman noted that there is a distinction between the General Public vs a resident of Alna regarding their guaranteed ability to speak or participate at a town level Planning Board meeting. Customarily, as time and situation permit, we try to recognize and allow all who wish to speak, but a

preference will be made towards residents when necessary. As explained, this is common and is customary at the town level in many local Selectmen meetings and planning board meetings. Tonight's meeting is not a public hearing but in fact a public meeting.

There was some discussion about when the Planning Board was actually created in the town of Alna and the Chairman has been researching that and found that after 1971, many towns without formal boards used a process of reinstating the Board through the state and the MMA then became an official support to the local Boards.

Some public members asked if they would have a chance for input on the draft before they are finalized and adopted.

The Chairman said the draft of the Planning Board By-Laws will be posted on the town website and be available for review for 30 days and encourage interested parties to send their recommendations for procedures for the Board to the clerk.

It was noted that there is no specific budget for the Planning Board and that Selectmen told him the cost would be an expense of the General Fund though we should be judicious in our time use of the town attorney.

Regarding the continued discussion on the Shoreland Zoning ordinance, the Chairman noted there would be no discussion on shoreland zoning during this meeting. There was no news to report.

The Chairman did say that the Conditional Approval of amendments to the town Shoreland Zoning ordinance were sent to the state in May of 2010 and the state responded with an approval subject to conditions to be completed within 45 days, but the town never followed through, so the new ordinance was never adopted. Instead we must abide by the ordinance in place before that date.

Given the situation, it was suggested that it might make sense to get the ordinance up to 2020 standards and will announce that as information becomes available. A public member asked if the town would be notified of any inconsistencies within the ordinance. The Chairman noted that the Planning Board has not dug into it yet. Pete noted that in the past, the town has hired consultants to advise on matters such as this due to the complexity of the issues.

Tom Albee made a motion to adjourn, Taylor seconded the motion. All were in favor.

The Chairman adjourned the meeting at 7:37PM

The next meeting of the Planning Board will be March 3, 2020.

Respectfully Submitted,

Laura M Hiestand, Secretary to the Alna Planning Board

FINAL