

Present: Patty Chaffee - Chair; Gabe Bailey - Vice Chair; Jeremy Wood - Ex Officio; Alissa Bascom; Alan Putnam; Dick Lincourt

Absent: Doug Neill

Alternates: Rosie Smith-Hull

Public Present: Keith Weed; Sharon Francis

Staff Present: Liz Emerson; Sarah Davis - Secretary

Patty Chaffee called the meeting to order at 7pm

Minutes of the meeting of 4/6/21: changes: Patty Chaffee: change the date in the title of the document from "4/6/22" to "4/6/21"; para. 2, line 1 change "3/16" to "3/16/21".

Motion by Alissa Bascom to accept the minutes as amended, seconded by Alan Putnam, all in favor with the exception of Gabe Bailey who abstained, motion approved.

Applications: at the May 4th meeting there will be a Site Plan application for a cell tower at the Birch Drive location and a lot line adjustment which will be presented first.

Continued business: Patty Chaffee stated that the Alternate Board Members have not yet been sworn in, this should be completed at the Select Board meeting tomorrow.

Sub Committee: current members are Alan Putnam, Alissa Bascom and Dick Lincourt: Gabe Bailey expressed an interest in participating in the Sub Committee. The committee will work on formatting the final Master Plan document - the first meeting will be on May 6th at 3 pm in the back room of the Town Office. Patty Chaffee thanked the committee members for stepping up.

New Business: Historical and Cultural Resources Chapter; Liz Emerson presented the first draft of this chapter.

Questions: Dick Lincourt asked about the Hassam House and the School House being mentioned in the Historical buildings list.

Patty Chaffee asked about listing businesses and giving consideration to this section being either broader or more inclusive. A discussion was had on being less specific.

Alissa Bascom suggested adding resources for historic home owners to assist with the challenges of maintaining these properties.

Recreation, Regional Concerns and Vision chapters are the 3 that remain to be presented. Liz Emerson has given Jeff Lessels a draft of the Regional Concerns chapter which he is currently working through; it is anticipated that this chapter will be presented at the meeting on May 18th. Sharon Francis suggested utilizing the Connecticut River Joint Commission in the Regional Concerns chapter. The Recreation chapter will be presented at this meeting also. This Vision chapter will be the final chapter to be compiled.

Administration: Health Inspections and trash accumulation are the major topics that Liz Emerson is working on at this time.

Dick Lincourt spoke about emails on enforcement. Patty Chaffee explained that her interpretation is that it is not the Planning Board's role to enforce regulations other than with Site Plan violations where the

Planning Board has the power to initiate action. Other items are not the Planning Board's responsibility to initiate, this should be done by a complainant. A discussion was had around giving directives to Liz Emerson regarding enforcement.

Patty Chaffee asked for any further questions or comments, seeing none she asked for a motion to adjourn.

Motion to adjourn by Gabe Bailey, seconded by Dick Lincourt, all in favor, meeting adjourned at 7.28.

Sarah Davis
Secretary