

**Planning Board Minutes
Memorial Town Hall
February 1, 2023**

Members Present: Chair Stephanie Slys, Jimmy Tarr, David Bell, John Jeffress, Mike Paszek (remote)

Attendees: Micki Sanderson, Eric van Geel, Taylor Pitts, Jeremy Cotton, Kyle Scott, Tim Paciorek, Patrick Roche, Ashley Schaffer, Jan Longstreeth, Ken Longstreeth, Jeff Bruscoe

Chair opens meeting at 6:01 PM

Public Forum

Chair opens public forum

No public comment

Discussion with Ashley Schaffer for possible zone change at 121 West Street

Ashley Schaffer and Patrick Roche are present for the meeting. They are interested in purchasing 121 West Street for the purpose of having a pickleball facility. 121 West St is currently zoned light industrial. Chair Slys believes that this business would most likely fall under table of use, 4.22; amusement, recreation services. The Board agrees. Amusement, recreation services is not allowed in light industrial. Small discussion on amending the table of use. Chair Slys explains the process moving forward. If they would like to propose this amendment to the table of use, then there will need to be a public hearing. The Board would vote to move the proposed zoning change to Town Meeting and the Board would also vote to recommend, not recommend or stay neutral. Ashley Schaffer and Patrick Roche understand the process and would like to move forward with a public hearing for March 1; the tentative date of the next Planning Board meeting.

Discussion with Jeff Bruscoe, possible zone change at 108 West Street.

Jeff Bruscoe of 108 West Street is present. He is looking to operate a doggy day care facility on his property. 108 West St is currently zoned rural residential. This potentially could be another zoning amendment. Small discussion on kennel definition. Jeff Bruscoe states that his neighbor at 104 West Street would be on board with a zone change. He would also like to operate a small café, which would be allowed in rural residential zone with a special permit. Small discussion on zone change to light industrial. Jeff Bruscoe will like to move forward with a zoning amendment and will be present for a March 1 public hearing.

Board response to Open Meeting Law Complaint

Chair Slys explains that an Open Meeting Law Complaint towards the Planning Board was filed by Dr. Ronald Paasch, on January 20th, 2023. This complaint was in reference to the Board's meeting on January 4th, 2023, when Chair Slys and Board member Jimmy Tarr discussed a topic that was not an item on the posted agenda. This was violation of the Open Meeting Law. Chair Slys apologizes for the violation and takes responsibility as the Chair for allowing this discussion to happen. Chair Slys states that the Complaint filed will be part of public record with the meeting minutes that will be voted on for approval at the Board next meeting. Chair Slys also apologizes for any comments in the discussion that seemed slanderous. Jimmy Tarr also makes apologizes. Chair Slys states that a record of this discussion will be sent to the appropriate parties, in guidance with the Open Meeting Law Complaint procedures.

Discussion on 28 Elm Street

Chair Slysyz points out that the Board has put on this current agenda, the topic that was discussed in violation last meeting. This topic involves 28 Elm Street. The Board has invited Building Commissioner and Zoning Enforcement Officer, Kyle Scott, to discuss the project on 28 Elm Street. Chair Slysyz states that this is a 3.1 acre lot with 135FT of frontage that is owned by Dr. Paasch. There is a house in the front, which has been decommissioned as a dwelling, and in the back a new house is being built. Chair Slysyz explains that this has been brought to the Planning Boards attention since the groundbreaking because it doesn't appear that there is not enough frontage to build a new dwelling on the property. The residents also have concerns that there will be two houses on 1 lot. Small discussion on the correspondence Chair Slysyz and Kyle Scott have had last year involving this project. Kyle Scott references a Planning Board meeting from January 2015, when the Board members agreed that this was not a Planning Board issue. Kyle Scott also references the deed restrictions that would not allow Dr. Paasch to turn the front house back into a dwelling. David Bell states that he does not have an issue with this current project but would like the Board to be involved going forward with projects of this nature. The Board agrees.

Part time planner/budget discussion

The Board reviews the job description for the proposed part time planner position. Chair Slysyz explains that the Town Administrator, Marlene Michonski, is looking for the approval from the Board to post the job for this position. The Board is satisfied with however Chair Slysyz and the Town Administrator have described the job and the salary details. Jimmy Tarr makes a motion to approve the job description of the Board part time planner. David Bell seconds. Motion passes

Chair Slysyz states that she will be present for the joint meeting of the Select Board and Finance Committee on January 23, to discuss and present the Planning Boards budget. She made no changes to the proposal from last year.

Approval of meeting minutes.

Jimmy Tarr makes a motion to approve the meeting minutes of January 4, 2023. John Jeffress seconds. Motion Pass

Next Scheduled meeting is March 1, 2023

David Bell makes a motion to close the meeting. Jimmy Tarr seconds. Motion passes.
Meeting is adjourned at 7:08 PM