

GREENVILLE PLANNING BOARD
Town Hall Meeting Room & Zoom Virtual Meeting Platform
Municipal Building
Minden Street, Greenville, Maine 04441
Minutes
December 7, 2020

Members Present: Lurline Arco; Jonathan Boynton (secretary); John Contreni (chair); Noel Wohlforth; Jenny Ward (alt.)

Code Enforcement Officer: Bill Ethier

Guest(s): None

Meeting called to order at: 5:01 p.m.

Minutes: November 9

Motion made by: Noel Wohlforth; Seconded by: Lurline Arco. Motion passed 5-0

- **Adjustments: None**
- **Conflict of Interest with any agenda item by Board members?: None**
- **Review of PB Administrative Procedures**

The Board considered the following administrative procedures.

- a. Creating a timeline framework in which new applications/topics/issues are brought forward and discussed to better manage the number of items on the agenda. *The Board agreed that Agendas should be distributed one week prior to its Monday meetings.*
- b. Generating balanced agendas around those items easily handled and those that require more discussion investment. *The Board agreed that this should be done and that the New Business category on its Agendas could serve for topics that require more discussion.*
- c. Ensuring that current items and future planning items are provided equitable attention so that we can continue to be proactive rather than reactive. *The Board agreed that this is a desirable goal.*
- d. Providing a cut off point at which information is forwarded for review to board members so that ample time is provided for review and analysis. *The Board agreed that the cut-off period should be one week in advance of its meetings.*
- e. CEO report managed so that metrics are provided with written context when necessary and reviewed prior to meeting. *The Board agreed that this is a desirable goal. Year-to-date metrics are especially desirable.*

- **Old Business:** None
- **New Business:** None
- **Items for next meeting: December 14, 2020**
 - Steve Foster (Sloper House)
 - Checklist Review: SES and Marijuana Establishments Applications
 - Permit/licensing fees for marijuana establishments
 - Continuing Discussion: Scenic Corridor Overlay for Lily Bay Road
 - Continuing Discussion: Impact Fees
 - Boyle Associates is not ready for the next meeting; instead they will be on the agenda for December 28, 2020.
- **Adjournment at:** Jenny moved for adjournment; Noel seconded. Meeting adjourned at 6:02 p.m. 5-0.