

**TOWN OF WATERBORO**  
**PLANNING BOARD**  
**MEETING MINUTES**  
***May 19, 2021***  
**6:30 p.m.**

**I. ROLL CALL**

Present: David Christensen, Vice-Chair (ZOOM) Debra Burrows (ZOOM) Lori Anthony (In Person)  
Michael Provencher (In Person) Devin Chamberlain (ZOOM)

Absent: Diane Gray Edward Zelmanow

Others: Angela Chute David Lowe Dennis Abbott (ZOOM) Gary Lamb (ZOOM)  
Lee Jay Feldman (ZOOM) John Wilkinson Cindy Dumond  
Joanne Guimond (ZOOM) Amy Beth Lucarelli (ZOOM) Melissa Brandt (ZOOM)  
Caroline McConihe (ZOOM) 919769 (Unknown Name)

Lori stated a quorum was met with members present and the meeting was called to order at 6:30pm.

**II. MINUTES**

**III. PUBLIC HEARINGS**

Lori Anthony referred the Planning Board meeting and Public Hearing directly to Lee Jay Feldman regarding the Ivory Hills Subdivision.

Lee Jay explained that the final plans had not been received 14 days prior per the Town of Waterboro Subdivision Ordinance, Article VII Final Plan, Section 7.1 Procedure, Subsection 7.1.1. Lee Jay recommended that the public hearing as well as any further discussion regarding Ivory Hills Subdivision be tabled to June 2, 2021.

Motion made by David Christensen to table the public hearing and further discussion of Ivory Hills to June 2, 2021. Second by Debra Burrows.

<b>Roll Call Vote:</b>	David Christensen – yes	Debra Burrows – yes
	Michael Provencher – yes	Lori Anthony – yes
	Devin Chamberlain - yes	
Vote: 5-0, motion passes		

**IV. NEW BUSINESS**

**V. OLD BUSINESS**

There was no old business due to the tabling of Ivory Hills Subdivision.

**VI. COMMUNICATION**

## VII. MISCELLANEOUS

### ➤ How to improve upon Public Hearings

**Gary Lamb** opened up with what is a public hearing vs. what a public hearing is not. Public Hearing is just that, to receive public comments / concerns. You don't have to answer questions if you don't feel you should and make sure to keep comments / concerns directly related to the issue at hand.

Recognize the citizen, thank them, move on. If the public hearing seems to be going off track, take control of the hearing and offer an appointment with the Town Administrator or Town Planner or both if they request.

**Lee Jay** stated it was a time to sit and listen to public comment, and not a time for dialogue.

**Dennis Abbott** explained it's not a time for debate, take input from the public and stay focused.

Board asked for guidance on time limits on how long someone can speak. Lee Jay stated that call would be made by the Chairperson and could limit to say 3 minutes should the Board choose.

**Gary Lamb** also mentioned to keep an eye on CDC guidelines coming in the near future for upcoming public hearings regarding building occupancy numbers.

**Lee Jay** stated that he will be following it closely as well. 30 days after proclamation goes away regarding state of emergency they have to return to in person meeting, though at this time there is legislature in the works to permanently allow ZOOM participation.

## VII. ADJOURNMENT

- Michael Provencher made the motion to adjourn to enter workshop session regarding Planning Board ByLaws. Devin Chamberlain second the motion. No discussion.

<b>Roll Call Vote:</b>	David Christensen – yes	Debra Burrows – yes
	Michael Provencher – yes	Lori Anthony – yes
	Devin Chamberlain - yes	

Vote: 5-0, motion passes, meeting adjourned at 7:02pm

## VIII. ITEMS NEEDING SIGNATURE