

TOWN OF WATERBORO

PLANNING BOARD

MEETING MINUTES

January 3, 2018

6:30 p.m.

The Planning Board meeting scheduled for January 3, 2018 was cancelled. The next Planning Board meeting is January 17, 2018.

Approved Date: January 17, 2018

Wayne Prescott

Mike Conell

[Signature]

[Signature]

[Signature]

TOWN OF WATERBORO
PLANNING BOARD
MEETING MINUTES
January 17, 2018
6:30 p.m.

I. ROLL CALL

Present: Dwayne Prescott Lee Nelson Judy Wirth Judi Carll David Christensen

Absent: Ryan Vanasse

Others: Gerard Bergeron Jason & Chelsea Dore Frank Heacock Winnie Heacock
Gene Libby Robert Prendergast Mark Dodge James Cloutier
David Benton, Sr. David and Mary Ellen Bozza Tim Neill Gary Lamb
Lee Jay Feldman Glenn Charette David Lowe Tammy Bellman

Dwayne Prescott called the Planning Board meeting to order at 6:30pm on January 17, 2018.

Dwayne stated a quorum has been met with the members present.

Dwayne moved the New Business and Public Hearing item to the front of the agenda.

II. NEW BUSINESS & PUBLIC HEARINGS

➤ **Public Hearing - Little Ossipee Lake Campground Expansion – Conditional Use – Tax Map 7 Lot 052**

Dwayne opened the Public Hearing 6:31pm. Lee Jay Feldman came to the podium and requested that Jim Fisher from Northeast Civil Solutions provide the overview to bring everyone up to speed with the project. Lee Jay then turned the podium over to the Applicant's Representative Jim Fisher of Northeast Civil Solutions.

- 30 acres for the campground;
- Currently 85 site will be proposing to add 50 RV sites only;
- Access off of Route 5 – Sokokis trail;
- Parts of the internal roads are already in place;
- The emergency vehicle turning templates have been done and the proposed road system can handle the Town of Waterboro's emergency vehicles;
- Pool and small bath house;
- Waivers requested for:
 1. Bath house within 500' of pad sites – 7 sites go beyond the 500' – there is no tent camping; RV vehicles have facilities within them – water, showers, toilets;
 2. Solid waste facility must dispose of trash in RV and have dumpsters within 500' – set-up at emergency exit – have to go by the dumpster to enter or exit for ease to dump site trash;
- Emergency access off McLucas Road with a "Knox" box;
- Docks – currently have 16 docks and 5 mooring balls;

- Proposing 32 slips and 0 moorings = 32 slips with 2 dedicated slips for public use with an increase of only 11 slips;
- Not a marina;
- Going forward the docks are not to be expanded any further;
- The distance between Sunnyside Cottages docks and Little Ossipee Lake docks is 115'
- Regarding flipping the swim area – the proposed flip puts the swim area into a murky area and the owners do not anticipate much use as a pool is being proposed near the bathhouse;
- Cross-walk – currently working with MDOT; Stephen Landry – lengthy conversation regarding safety at the cross-walk; current lights not allowed; Jim provided the Planning Board with a light schematic for the proposed new crossing lights that are button controlled; the proposed new system would need to be requested by the Town; there will be pre-construction meetings; hoping to have before the camping season this year; cross-walk will be painted once the crossing area is ADA compliant.

Dwayne opened the Public Hearing up to comments from the public in attendance:

James Cloutier, Attorney for Winnifred and Frank Heacock, property owners of Sunnyside Cottages, LLC came to the podium; they are concerned with the location of the docks; the area that LOL will be using Sunnyside has been making use of since the 1930s; James showed pictures from 1935/1936; recommend that you engage an independent expert for waterborne activities and area required or needed for the docks; stretching the definition of incidental use – substantial code and economic development; presented pictures showing the sandbar that will interfere with the use of their docks and swimming areas; they want the areas protected for their patrons; Sunnyside has parallel docks that do not protrude into the cove; do not think an appropriate setback is established; James showed a picture of the cottages with a tie-line; Tie-line is used when there is a meandering shoreline as the cove has and it goes from this point to that point – a straight line; Judi – don't own the water – how is that to this point?; James – to evaluate the setbacks; Judi – we don't have regulate – so no setbacks and no one owns the water; James – performance standards – not interfere with usefulness of the area; navigation; inland fisheries and wildlife have been here; showed the proposed docks superimposed on the Sunnyside area of the cove; no one in the area can so then just do what Little Ossipee Lake Campground is doing?

Mark Dodge – Own Map 28 Lots 12, 13, and 14; interest is shared by the Heacocks; discussion about harbor master, moorings and docks, neighbor and friend of Heacocks; 14 docks in place, Town does not regulate; allow 1 property owner to monopolize, how many of the 50 new sites are going to bring their boats?; no control of this; ruins the property – why should I property owner be allowed to detriment the cove?; noise ruins my Saturday night; drove 100 miles to get here; important to my voice.

Robert Prendergast – I own next to lots 12 and 14; hold 28 boats and moorings; cement block with boat doing 360 degree swing; noise factor – have called the Sherriff; party boats and drinking and swearing; people on the docks all night long drinking and partying; not against the expansion; seen many near misses; harbor master?; game wardens – tickets and violations; it is too much for the lake.

David Benton, Sr. – not a soils engineer but have questions on leach bed plans – calling for 15" sandy loam for the boarder that will leach into the area soils – don't believe this to be thick enough for the terrain; Lee Jay – the Town had a third party engineers review the plans, also; Dave – size of leach bed elevations higher than the drainage ponds; don't think enough – should

be thicker material and heavier than just sandy loam; concerns on the wetlands/stream being affected; 3 sediment ponds that goes down and crosses to a stream and loops back to Little Ossipee Lake; concerned with McLucas Road as construction road – should only be used as emergency access; personal thoughts – docks need more study; sand bars could be a problem; need a harbor master. Dwayne – is there an alternative? Dave – increase the buffer; dumps into the wetland all the time – which does not dry up; needs to be a big concern for everyone. Judi – do you think water testing will work? Dave – turned to Jim and asked about testing. Lee Jay – in my recommendations.

Mary Ellen Bozza – feel misunderstood; only add 8 slips – replace moorings understand that no further to be added; news to me that partying on the docks; hardly ever go out on lake ; this past summer only saw the Sheriff two times; spoke with abutters - Gordon Littlefield said no noise heard, Paul Wiggins – no noise, Judi – less noise; the Game Wardens are very good when they come out – a good rapport with them also.

Robert Prendergast – feel directed at me – that many boats tied up to permanent docks; friends all around cove – have to close the windows in evening due to noise; goes on ‘til 11 or 12 o’clock; moorings-drop- can say they don’t want – 25 boats – rent to campsite but no boating – don’t mean to say bad neighbors – wife said they are not concerned.

Gerard Bergeron – been camping at Little Ossipee Lake Campground for the past 18 years; don’t see anyone sitting on boat; campground shuts down at 11pm; have not seen what is being said before.

Dwayne Prescott closed the Public Hearing at 7:23pm.

Dwayne opened the regular Planning Board meeting at 7:23pm.

III. MINUTES OF PREVIOUS MEETINGS

- **Minutes of December 20, 2017** – Judi Carll made the motion to accept the minutes of December 20, 2017. David Christensen seconded the motion. Vote 5 – 0, minutes approved.
- **Minutes of January 3, 2018** – David Christensen made the motion to accept the notice of non-meeting. No discussion. Vote 5 – 0, non-meeting notice approved.

IV. OLD BUSINESS

- **Discussion/Decision Little Ossipee Lake Campground Expansion – Conditional Use – Tax Map 7 Lot 052** – Dwayne – any discussion on the expansion project? Judi – garbage smells? Mary Ellen – the dumpster is on the McLucas Road side and he is on the Route 5/Sokokis Trail side. David C. – 1. Expansion is doubling use on the cross-walk - there is a congestion issue at the cross-walk; 2. Idea of dockage – central on the cove – wild west scenario – whoever gets there first gets the use of their docks; should come to terms with the others; check with Forestry, Game Wardens, etc. to see what can do – not sure if we can do this part; Planning Board mission to make sure abutters can use also; 3. Sand bar – erosion issue; 4. Route 5 side of the beach – erosion issue; need
 - 1. posi-measures to decrease the erosion; buoys at entrance of the cove and safety signs – swimmers in the water – jet skis, boats – could be a bad scenario. Judi – disagree with David C. – the boats do not go as fast as they go by my camp. David C. – surf-able

wakes – to increase traffic – how will you manage it? Need to own some of the responsibility. Judy – the comment I really heard – why should one property owner dominate the whole cove? – is there a way to lessen the impact? Dave Bozza – with the exception of three. Mary Ellen – out of the 80 current sites only 20-25% actually use the lake. Judy – ones that do cause congestion. Dave Bozza – putting pool in as there is no seating area on the beach at the lake – the pool will have the comfortable seating area. Dwayne – how can you control the moorings? Dave Bozza – we can control – no moorings if we say no moorings – they are then asked to leave. David C. – no intention to allow or use or put in any moorings – you are taking accountability? Dave Bozza – YES! We can control them. Dwayne – have docks and 5 moorings; add 50 sites and only increase with 11 slips? Judi – I know where the moorings are – will the docks go out that far? Dave Bozza – 96' for moorings only 90' for the docks. Mary Ellen – boats from the lake come to the cove and go round and round in the cove. Judi – Sunnyside Cottages 7 docks with 14 boats. Dave Bozza – 32 and 2 for Lakeside. Judi – hard time with this – we have no regulations to address this – what do we have – no teeth to regulate – only have safety – need more concrete info/reason for is or is not safe. Dwayne – to Lee Jay - can the Town use a condition to approve? Lee Jay – Dave Bozza said no moorings – so becomes an enforcement issue – struggled with Shoreland Zoning regarding docks – only way to regulate is folks around the lake – property owners have to have a harbor master – if limit length or number of docks – difficult issue – closest to come to conditions – Mr. Bozza has said will not do. Glenn – state regulates docks and moorings, Permit by Rule needed for a dock; MDEP can request a 3rd party inspector. Jim – less than 7 months then temporary. Glenn – Town is my jurisdiction. MDEP criteria – then Mr. Bozza will hire the 3rd party. Lee – I fish on the lake – simply put the lake is overcrowded! Judi – my camp is on the widest part of the lake – kids can't swim as the wakes are over their heads. Dwayne – can the swim area be flipped? Judi – put no wake zone signs. Who regulates the signs? Glenn – the State does. Dwayne – recommendations from the Board? David Christensen made the motion to accept the conditional use with the following conditions of approval:

1. The Plans be revised prior to the start of construction to include a typical grass swale detail;
2. The plan set is revised prior to the start of construction to address the need for a berm between the perimeter grass swales and the campground collection swales;
3. The French drain inverts be revised prior to the start of construction to note where and how they will outlet;
4. The riprap plunge pool for the grassed underdrain UPD-1 be extended to the south to collect runoff from the swale as noted as elevation 346.0 by extending the riprap 10-15 feet which will accomplish this. This needs to be revised prior to the start of construction;
5. SD-6 pipe rip rap be extended to merge with the Bio retention swale at elevation 336.0. The plan shall be revised prior to the start of construction;
6. Fiber Rolls be added to the top of the slope to help slow the water coming off the area of lots 3 - 20. A detail shall be added to the plan set as well as the proposed location of the rolls prior to the start of construction;
7. The final site plan shall include the notes relating to the 3rd party inspection from

- the DEP order as well as the DEP order number;
8. The applicant shall provide a unit numbering system and street naming system for the e-911 system. This shall be coordinated with the Code Office and the Fire Department;
 9. The driveway access to the home on McLucas road be utilized for emergency access to the proposed pool and bath house ~~or~~ the internal access to the pool and bath house be redesigned to accommodate emergency vehicles;
 10. Provide a written narrative for the maintenance of the wooded buffers around the perimeter of the Campground;
 11. Prior to the start of construction there shall be pre-construction meeting(s) with the applicant's construction team, town staff and third party inspector in order for all parties to be on the same page during the construction process;
 12. Yearly maintenance logs for the bio retention filters shall be provided to the CEO for the files;
 13. Yearly testing to be done in August or September in Little Ossipee Lake at the outlet to the "cove" adjacent to Routes 202/5 in order to monitor water quality and the test results be provided to the CEO for record keeping;
 14. Additional Shade trees be added to the site between lots 3-20 at the top of the banking to provide shade for stormwater cooling and stabilization from stormwater due to the steep berm located between there and the base of the berm and bio retention cells;
 15. The applicant forego the installation of the proposed dock system until such time that the Maine DOT, Town of Waterboro staff and applicant can meet and agree on an appropriate crosswalk system to accommodate access over Route 5/Sokokis Trail (Gary will contact MDOT and advise that Mr. Bozza will be paying for the equipment.);
 16. The applicant shall only use McLucas Road for the construction process. After the applicant has videotaped the entire road length from Ossipee Hill Road to the emergency entrance of the campground on McLucas Road and any infrastructure that could be affected by the construction activity and establish a bond for the road in conformance with Article 12 section 12.4 of the zoning ordinance;
 17. The applicant shall provide a "Knox" box at the emergency access on McLucas Road; and
 18. The applicant will submit separate waivers for the trash receptacles being more than 500' from all camping sites and the bathhouse being more than 500' from all camping sites.
 19. When the campers register they will also provide the registration number of the boat that they will be using.

Judy Wirth seconded the motion. Further discussions: not use McLucas Road during construction, alleviate Route 5/Sokokis Trail; camera pre and post review, Mr. Bozza will replace and/or fix if anything takes place on McLucas Road; Dave Benton – Bond; Dwayne – please come up with a price. No further discussions. Vote 5 – 0 motion carries expansion approved with conditions.

The Board will take a five minute break.

Dwayne Prescott called the regular Planning Board meeting to order at 7:53pm.

IV. Old Business (con't)

- **Review of Planning Board meeting time change** – Dwayne asked the Planning Board members their thoughts on changing the start time of the Planning Board meetings. David – permanent change in time. Judi – do not agree. Lee – yes agree to change. Judy – yes agree to change. David Christensen made the motion to change the meeting time of the Planning Board to permanently at 6:30pm. Lee Nelson seconded. No discussion. Vote 5 – 0 approved permanent time change.
- **By-Law up-date** – Tammy will amend the Planning Board Bylaws for the next meeting.

V. COMMUNICATION

VI. MISCELLANEOUS

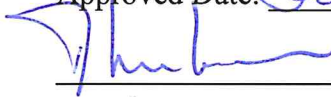


VII. ADJOURNMENT

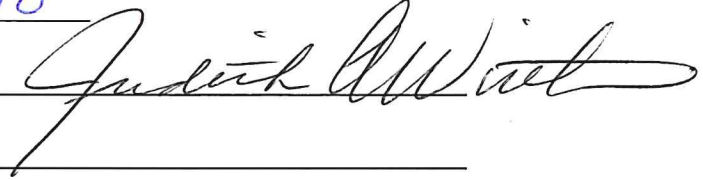
- Judi Carll motion to adjourn at 8:22 pm. David Christensen seconded the motion. No discussion. Vote 5 - 0 in favor. Meeting Adjourned.

VIII. ITEMS NEEDING SIGNATURE

- **Minutes of December 20, 2017**
- **Minutes of January 3, 2018**

Approved Date: February 21, 2018



TOWN OF WATERBORO

PLANNING BOARD

MEETING MINUTES

February 7, 2018

6:30 p.m.

The Planning Board meeting scheduled for February 7, 2018 was cancelled. The next Planning Board meeting is February 21, 2018.

Approved Date:

February 21, 2018

Ryan D. Laussan

[Signature]

[Signature]

Antoine Prescott

Julie A. White

Sal B. G. [Signature]

TOWN OF WATERBORO
PLANNING BOARD
MEETING MINUTES
February 21, 2018
6:30 p.m.

I. ROLL CALL

Present: Dwayne Prescott Lee Nelson Judy Wirth David Christensen Ryan Vanasse
 Sam Hayden

Absent: Judi Carll

Others: Doug Foglio, Jr Justin Foglio Tim Neill Gary Lamb Lee Jay Feldman
 Glenn Charette David Lowe Tammy Bellman

Dwayne Prescott called the Planning Board meeting to order at 6:30pm on February 21, 2018.

Dwayne stated a quorum has been met with the members present.

Dwayne moved the New Business and Public Hearings item to the front of the agenda.

II. NEW BUSINESS & PUBLIC HEARINGS

- A. Selected New Bark and Woodchip Processing Facility – Conditional Use at 1442 Sokokis Trail, North Waterboro, Tax Map 016 Lot 009T – Doug Foglio, Jr.** – Doug Foglio, Jr. acting Agent for property owner Douglas Foglio, Sr., provided the Planning Board with an overview – the entire project encompasses 534 acres in both Limerick and Waterboro; 1,200 feet off of Route 5; the entrance road split's off to different areas within the 534 acres; have prepped the area similar to another chipping facility; proposing a stump and wood chipping processing facility; maintain with DEP conditions of approval; the equipment currently on-site has been used for just on-site chipping; will be bringing in stumps from outside locations; maps provided in the packet were required by MDEP for their approval; processing site over 1,000 feet to the nearest house; Section 7 – soil evaluation – just shy of 1,000 acres; will maintain a safety zone; Section 8 – Reclamation Plan – just to the pit shows the distance to the nearest abutters which is within the bounds of the original extraction permit; Section 9 – MDEP Permit-by-Rule (PBR) obtained December, 2017 we must remain in compliance with their rules; Doug listed some of the items that they are not able to accept; allowed 3 acres including on-site storage – believe to be only 1.5 acres for storage; permits are checked annually; setbacks have been exceeded; Dwayne addressed the email that was received from Brenda Edgerly: 1. Hours of operation – same a gravel pit hours 5 days a week M-F 6am – 6pm; Sat 6am – 2pm if needed; 2. Increase number of trucks? No increase; 3. Is this going to be limited to Monday through Friday or is weekend operation planned? Monday through Friday occasional Saturday;

4. What is the noise level of this new operation? No increase in noise level – been chipping for 10 years with the timber on-site. David – what in anticipation of combustion and eco systems? Doug – tank during the summer, equipment has fire extinguishers, no vegetation near the site and the final product is not on the site very long – 2-3 weeks. Judy – Where is the working gravel pit? Doug – Garland Hill Road – sand and ledge – crushed stone 4 months a year, 3 mi to nearest house, Kevin Owen. Judy – Bigger buffer at the other end? Doug – Yes – 1,800 feet. Judy – How do you ensure the in-coming trucks are in compliance? Doug – The trucks are inspected – if found to have unacceptable goods then sent out. Judy – Surrounded by woods – you don't cut this part? Doug – Currently gravel area that will be turned to a field once the trees are removed – only cut to the limits of the reclamation plan. Dwayne went over Lee Jay's letter and how different. Lee Jay – took out more valid conditions applicable to Waterboro:

- A. Soils: The applicant may only process and store wood wastes on:
 - 1. Soils that a Maine certified soil scientist has determined are moderately well drained to well drained, as classified by the Natural Resources Conservation Service, and that are at least 24 inches above the seasonal high water table, bedrock, and sand or gravel lenses;
- B. A pad constructed with at least 2 feet above the seasonal high water mark and is either composed of:
 - 1. Two feet of glacial till (having between 15 and 35% fines) covered with a six inch drainage layer of gravel; or
 - 2. Soil covered with asphalt or concrete; or
 - 3. A surface determined by a Maine Certified soil scientist, soil engineer or other qualified individual as being suitable for the proposed activity, taking into account the other aspects of the facility design; or
 - 4. On a land area under a permanent, roofed structure.
- C. Fire Control: the operator must develop and implement a plan to prevent spontaneous combustion in wood waste and wood chip pikes. This plan shall be filed with the local fire department for their reference;
- D. Annual Report: By January 31 of each year the operator must submit an annual report covering the previous calendar year. The annual report must contain:
 - 1. The estimated weight or volume of wood wastes received at the facility;
 - 2. The estimated volume or weight of wood wastes distributed from the facility;
 - 3. The estimated volume or weight of wood waste stored on site as of December 31; and
 - 4. A description of any problems in operations encountered during the year; and steps taken to correct the problem(s).

David Christenson made the motion to deem the application complete. Lee Nelson seconded. No further discussion. Vote 6 – 0; application deemed complete.

David Christenson made the motion that we do not do a site walk. Lee Nelson seconded. No further discussion. Vote 6 – 0; no site walk to schedule.

Lee Nelson made the motion to not have a public hearing. David Christenson seconded. No further discussion. Vote 6 – 0; no public hearing to schedule.

David Christenson made the motion to accept the application with the conditions of the Planner's Memo of February 7, 2018:

- A. Soils: The applicant may only process and store wood wastes on:
 - 1. Soils that a Maine certified soil scientist has determined are moderately well drained to well drained, as classified by the Natural Resources Conservation Service, and that are at least 24 inches above the seasonal high water table, bedrock, and sand or gravel lenses;
- B. A pad constructed with at least 2 feet above the seasonal high water mark and is either composed of:
 - 1. Two feet of glacial till (having between 15 and 35% fines) covered with a six inch drainage layer of gravel; or
 - 2. Soil covered with asphalt or concrete; or
 - 3. A surface determined by a Maine Certified soil scientist, soil engineer or other qualified individual as being suitable for the proposed activity, taking into account the other aspects of the facility design; or
 - 4. On a land area under a permanent, roofed structure.
- C. Fire Control: the operator must develop and implement a plan to prevent spontaneous combustion in wood waste and wood chip pikes. This plan shall be filed with the local fire department for their reference;
- D. Annual Report: By January 31 of each year the operator must submit an annual report covering the previous calendar year. The annual report must contain:
 - 1. The estimated weight or volume of wood wastes received at the facility; and
 - 2. The estimated volume or weight of wood wastes distributed from the facility; and
 - 3. The estimated volume or weight of wood waste stored on site as of December 31; and
 - 4. A description of any problems in operations encountered during the year; and steps taken to correct the problem(s).

Judy Wirth seconded. No further discussion. Vote 6 – 0; conditional use approved.

- **Planning Board Member – Sam Hayden** - Dwayne Prescott introduced the newest Planning Board member Sam Hayden.

III. MINUTES OF PREVIOUS MEETINGS

- **Minutes of January 17, 2018** – Judy Wirth made the motion to accept the minutes of January 17, 2018. David Christensen seconded the motion. Vote 4 – 0 – 2 (Vanasse, Hayden), minutes approved.
- **Minutes of February 7, 2018** – Sam Hayden made the motion to accept that meeting of February 7, 2018 was cancelled due to snow. Lee Nelson seconded. No discussion. Vote 6 – 0, cancelled meeting minutes approved.

IV. OLD BUSINESS

V. COMMUNICATION

- **Amended Planning Board By-Laws**

- **Fee Table Review** – Glenn Charette reviewed the proposed Fee Table that the Board of Selectmen had reviewed. The Selectmen wanted the Planning Board's in-put. Glenn went line by line and made notes on his spreadsheet.
- **Resignation** – Ryan Vanasse resigned from the Planning Board – he has purchased a home in Lyman.

VI. MISCELLANEOUS

- **Dwayne Prescott** – Dwayne indicated that he was stepping down from the Chair position of the Planning Board and will remain a regular Member. Lee Nelson will be the acting Chair until a new Chair is elected. Tammy will put on the next meeting agenda.

VII. ADJOURNMENT

- David Christenson motion to adjourn at 7:26 pm. Lee Nelson seconded the motion. No discussion. Vote 6 - 0 in favor. Meeting Adjourned.

VIII. ITEMS NEEDING SIGNATURE

- **Minutes of January 17, 2018**
- **Minutes of February 7, 2018**

Approved Date:

April 4, 2018

[Signature]

Dwayne Prescott

[Signature]

[Signature]

[Signature]

TOWN OF WATERBORO

PLANNING BOARD

MEETING MINUTES

March 7, 2018

6:30 p.m.

There was no Planning Board meeting held on March 7, 2018.

Approved Date: April 4, 2018

Paul N. H. C.

Wayne Prescott

Judith Whit

John

Julia Carol

John

TOWN OF WATERBORO
PLANNING BOARD

MEETING MINUTES

March 21, 2018


6:30 p.m.

The workshop scheduled for March 21, 2018 to discuss the Town Planner Job Description was cancelled.

The Board of Selectmen had been invited to attend.

Approved Date: _____

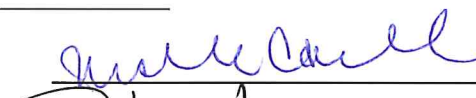
4/4/18



Suzanne Prescott

J. Albritton

M. M.



John L. Cullen

TOWN OF WATERBORO
PLANNING BOARD
MEETING MINUTES
April 4, 2018
6:30 p.m.

I. ROLL CALL

Present: Lee Nelson Judy Wirth Judi Carll Dwayne Prescott David Christensen
 Sam Hayden

Absent:

Others: Tim Neill Lee Jay Feldman Eric Sanderson David Lowe Tammy Bellman

Lee Nelson called the Planning Board meeting to order at 6:30pm on April 4, 2018.

Lee stated a quorum has been met with the members present.

II. MINUTES OF PREVIOUS MEETINGS

- **Minutes of February 21, 2018** – Judy Wirth made the motion to accept the minutes of February 21, 2018. David Christensen seconded the motion. Vote 5 – 0 – 1 (Carll) minutes approved.
- **Minutes of March 7, 2018** – David Christensen made the motion to accept the minutes of the non-meeting notice of March 7, 2018. Judy Wirth seconded. No discussion. Vote 6 – 0, non-meeting notice minutes approved.
- **Minutes of March 21, 2018** – Judi Carll made the motion to accept the minutes of March 21, 2018. Judy Wirth seconded. No discussion. Vote 6 – 0 minutes approved.

III. NEW BUSINESS & PUBLIC HEARINGS

- **Ordinance Review List – create next ordinance(s) list to review** – The Planning Board and Lee Jay Feldman discussed various ordinances that are in need of review and possible enhancements. the bullet list for the Town Planner, Lee Jay Feldman is to review the following: Subdivision Ordinance, Zoning Map corrections, Findings of Fact/Notice of Decision standardized checklist with yes/no boxes and are able to hand write in the reasons for approval and or denial, and Article Three of the Zoning Ordinance. The sign ordinance is a sensitive issue with businesses; would be able to provide the Board with information and then an option would be to hold a public hearing to have the community chime in on what they would like to see in the sign ordinance before the Board tackles the writing portion. A “Sample” Packet was proposed by Dwayne that when an applicant comes in discuss a project that would go before the Planning Board; they would be provided a “Sample” packet of exactly what the Planning Board would be expecting to see. Lee Jay noted the following order for the review list:
 1. Findings of Fact checklist;
 2. July start the Subdivision Review;

3. Article 3 of the Zoning Ordinance.

- A workshop has been set for April 18, 2018 at 6:30pm on the Findings of Fact/Notice of Decision checklist.

IV. OLD BUSINESS

- **Election of Chair** – Dwayne Prescott nominated Lee Nelson for Chair. David Christensen seconded the nomination. Judy Wirth nominated David Christensen for chair. Judi Carll seconded the nomination. Judi Carll made the motion that nominations cease. Sam Hayden seconded the motion. Discussion – Sam asked Lee if he wanted the Chair. Lee – got through being Vice-Chair. Sam to David do you want to be Chair? David – not on top of things to do list. Judi Carll withdrew her motion to cease nominations. Sam Hayden withdrew his second of the nomination motion to cease. Judy Wirth withdrew her motion for David Christensen's nomination for Chair. Judi Carll withdrew her second for David Christensen's nomination as Chair. The only motion on the floor remains to be: Dwayne Prescott nominated Lee Nelson for Chair. David Christensen seconded the nomination. No further discussion. Vote 6-0 Lee Nelson is Chair of the Planning Board. Judy Wirth nominated David Christensen for Vice-Chair. Lee Nelson seconded the motion. No further discussion. Vote 6 – 0 David Christensen is Vice-Chair.

V. COMMUNICATION

- **March 29, 2018 effective Zoning Ordinance distributed**
- **FOF/NOD Little Ossipee Lake Campground expansion – Conditional Use**
- **FOF/NOD Foglio – new wood processing facility – Conditional Use**

VI. MISCELLANEOUS

- **Town Planner Job Description** – Dwayne would like there to be a discussion regarding the missed workshop on the Town Planner Job description. He would still like to meet with the Board of Selectmen. He stated that Dennis Abbott wanted the Planning Board to discuss the Town Planner job description. He thinks the 4 year degree should not be mandatory; should think outside the box; be able to reach out to businesses. Lee – should be a salesman for the Town; David – could share with another Town – professional training would provide the “toolbox” that would be required for the position. Dwayne – don't need the overkill in the training. Judy – need formal training or courses or certifications on how to plan a town; Lee Jay – many places require AICP (American Institute of Certified Planners) certification and a master's degree; Judi – technical expertise; David – need to define what looking for with outcomes. Determined that getting * our thoughts to Tammy on the job description and then she will forward them to the Board of Selectmen. Sam Hayden asked about the Comprehensive Plan – Lee said that it was on-line and Lee Jay provided him a copy to review. The Board members explained what took place and how the Comp Plan encompasses the job of the Town Planner.

VII. ADJOURNMENT

- Judy Wirth made the motion to adjourn at 7:28 pm. David Christenson seconded the motion. No discussion. Vote 6 - 0 in favor. Meeting Adjourned.

VIII. ITEMS NEEDING SIGNATURE

- Minutes of February 21, 2018
- Minutes of March 7, 2018
- Minutes of March 21, 2018

Approved Date: June 6, 2018



Joe A. Coell



Therese Prescott

April 18, 2018
6:30 p.m.

Approved Date: June 6, 2018

John
John
John
John

TOWN OF WATERBORO
PLANNING BOARD
MEETING MINUTES

May 2, 2018
6:30 p.m.

There was no Planning Board meeting held on May 2, 2018.

Approved Date: June 6, 2018



James Cole

Wayne Prescott

TOWN OF WATERBORO

PLANNING BOARD

MEETING MINUTES

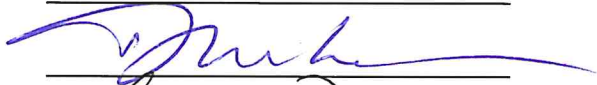
May 16, 2018

6:30 p.m.

There was no Planning Board meeting held on May 16, 2018.

Approved Date: June 6, 2018





Cheryl Prescott



TOWN OF WATERBORO
PLANNING BOARD
MEETING MINUTES
June 6, 2018
6:30 p.m.

I. ROLL CALL

Present: Lee Nelson Judi Carll Dwayne Prescott David Christensen

Absent: Judy Wirth Sam Hayden

Others: Tim Neill Lee Jay Feldman Eric Sanderson Charles Brown Andrea Scott
Dana Woodsome Dwayne Woodsome William Warren Joseph Simpson
Margaret Warren Lori R.W. Anthony Stephen Everett David Lowe
Tammy Bellman

Lee Nelson called the Planning Board meeting to order at 6:30pm on June 6, 2018.

Lee stated a quorum has been met with the members present.

Lee moved the New Business to the front of the agenda.

II. NEW BUSINESS & PUBLIC HEARINGS

➤ **Woodsome Family Subdivision – SKETCH Plan Review – Charles Brown**

Charlie provided an overview of the proposed family subdivision. Andrew was originally going to just deed the property to the grandchildren but then realized that they may not want to hold on to the property very long so decided to pursue a traditional subdivision. Seven lots to be divided over lots 44-2, 45 and 46 on tax map 13. The small residential home will be kept by Gail and the mobile home and garage for business Johnson's Garage – front lots 45 and 46. Andrea and Michael Scott have already been deeded their lot, lot 6 of the survey, will be included in the road maintenance agreement but not the actual subdivision. Two foot topo done for the entire lot; both front lots will now meet AR zoning requirements – 3 waivers have been requested. Lee requested any questions from the Board. None at that time. Waivers requested:

1. Subdivision Section 14.2.A - Ground Water Study
2. Subdivision Section 14.A.1.A – High Intensity Soil Survey
3. Subdivision Section 8.8.1 – Green Belt along front of lots 1 and 7
4. Subdivision Section 9.3.1.6 – Length of road

Lee Jay shared that Eric Sanderson did the study and provided the memo regarding the proposed subdivision. Lee Jay suggested that the Planning Board grant the waivers do the Public Hearing and approve the preliminary subdivision plan all at once. David – sight distance – Charlie – MDOT has approved the entrance; they are going to take down trees at the guard rails and clean it up; page 2 – 5 for the waivers are still pending along with street width and contour lines will be on the topo report; the road plan and profile will inclusive with the next reports. Lee suggested the site walk to be on June 20, 2018 at 6pm at the site of

the proposed subdivision. After the site walk will determine if a public hearing needs to be set.

➤ **Parker Subdivision Amendment – Stephen Everett**

Steve Everett is representing Raymond Scichilone. Steve provided an overview of the proposal: Parker Drive is a right-of-way off of West Road; 2012 Ray purchased Lot 4 of the Parker subdivision; he then took part of the lot 4 and added it to a piece of property from his abutting property to create a legal AR Zone lot. Nothing has been done to the lot; ultimate goal of this amendment is to fix what took place in 2012; new total for the created lot is 80,350 square feet; meets West Road and Parker Drive road frontages and density; ownership of the entire Lot 4 deed – proposing to create a corrective deed to include the new area and corrective deed to remaining land of lot 4; this is a sale of land to an abutter. Lee Jay – suggests to 1. Draft new corrective deeds; 2. Fine the application starting from 2012 under State Subdivision Laws which is left up to the CEO; and 3. Here to fix the issues – which are: 1. Perpetual access – 40 foot common right-of-way – will lot 5 still have access; and 2. Table until the new deeds are created for the Planning Board to review. Judi asked about the driveway for the new lot? Steve – believe the developer to access from West Road; Lee Jay – could condition to access from Parker Road. Joseph Simpson – claims to have emailed the cannot subdivide any further information – was not received by Tammy. Joseph lives at 4 Parker Drive. Dwayne Prescott made the motion to table the subdivision amendment. Judi Carll seconded the motion. No further discussion. Vote 4 – 0 to table.

III. **MINUTES OF PREVIOUS MEETINGS**

- **Minutes of April 4, 2018** – David Christensen made the motion to accept the minutes of April 4, 2018. Judi Carll seconded the motion. Vote 4 – 0 minutes approved as presented.
- **Minutes of April 18, 2018; May 2018; and May 16, 2018** – Judi Carll made the motion to accept the minutes of the non-meeting notices of April 18, 2018; May 2018; and May 16, 2018. David Christensen seconded. No discussion. Vote 4 – 0, non-meeting notice minutes approved.

IV. **OLD BUSINESS**

V. **COMMUNICATION**

VI. **MISCELLANEOUS**

- Dwayne Prescott asked that Laurie Anthony come to the podium and introduce herself and explain what she does for work. Laurie – have 30 plus years of Civil Engineering doing CAD for professional airports – interested in being a member of the Planning Board.

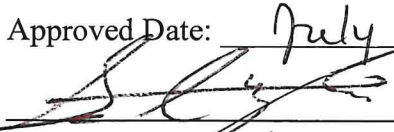




VII. **ADJOURNMENT**

- David Christenson made the motion to adjourn at 7:19pm. Judi Carll seconded the motion. No discussion. Vote 4 - 0 in favor. Meeting Adjourned.

VIII. ITEMS NEEDING SIGNATURE

- Minutes of April 4, 2018
- Minutes of April 18, 2018
- Minutes of May 6, 2018

Approved Date: July 18, 2018

TOWN OF WATERBORO
PLANNING BOARD
MEETING MINUTES

June 20, 2018

6:30 p.m.

Site Walk – 6pm – Woodsome Family Subdivision – Tax Map 13 Lots 044-002, 045 and 046.

Present: Lee Nelson David Christensen Judy Carll Sam Hayden

Absent: Judy Wirth Dwayne Prescott

Others: Tim Neill Eric Sanderson Lee Jay Feldman Lori Anthony Charlie Brown
Tammy Bellman

Lee called the Site Walk for the Woodsome Family Subdivision to order at 6:03pm; Charlie Brown provided an overview of the lots being subdivided and the State right-of-way. Power will come across lot 1; Sebago Technics was out 2 weeks ago doing the topo; road and property markers are in place and visible to Planning board members; the stonewall has been kept in place as much as possible; the cul-de-sac is a flat area at the top of the slight incline; the road will be crowned with ditches; MDOT ditch will not see any more water than what is sees today – very good drainage – mostly sand; at top of hill there is a wetland on the back side of the property; 4,300 square feet can be filled in without a permit; Sebago Technics was asked to provide the CMP power plan for the lots in the subdivision. Lee Nelson closed the site walk at 6:35pm. The Planning Board returned to the town hall for their regular meeting.

I. ROLL CALL

Present: Lee Nelson David Christensen Judi Carll Sam Hayden

Absent: Judy Wirth Dwayne Prescott

Others: Tim Neill Lee Jay Feldman Eric Sanderson Charles Brown
William Warren Margaret Warren Joseph Simpson Lori R.W. Anthony
David Lowe Tammy Bellman

Lee Nelson called the Planning Board meeting to order at 6:51pm on June 20, 2018.

Lee stated a quorum has been met with the members present.

Lee moved the New Business to the front of the agenda.

II. MINUTES OF PREVIOUS MEETINGS

- June 6, 2018 – Judi Carll made the motion to accept the minutes as written. David Christensen seconded the motion. No quorum for the vote from the June 6 attendance of members at the meeting. Both Judi and David withdrew the motion and the second. Moved to the next Planning Board meeting.

III. NEW BUSINESS & PUBLIC HEARINGS

IV. OLD BUSINESS

- **Woodsome Family Subdivision – Plan Review – Charles Brown** – Did sight walk at the Woodsome Family Subdivision property location on Sokokis Trail. No major issues noted or observed. Trees for sight distance will need to be trimmed – Maine DOT will handle. Lee Jay is waiting for the plan sets to be returned on July 6, 2018. Suggest keeping on the table until the plan sets come in.

➤ **Parker Subdivision Amendment – Rescinding**

- **Abutter Response**
- **Rescinding Letter**

Lee Jay acknowledged the abutters emailed information and read Ray Scichilone's rescinding letter to the Board. There will be no amendment to the Parker Subdivision of West Road.

V. COMMUNICATION

➤ **Waterboro Heights**

- **DEP Stormwater Management Law Findings of Fact**
- **Declaration of Protective Covenants, Conditions, Restrictions and Road Maintenance Agreement**

Lee Jay – no action required; covenants – reviewed and passed on to the Town Administrator; the covenants will need to with the Road Bond to the Board of Selectmen.

VI. MISCELLANEOUS



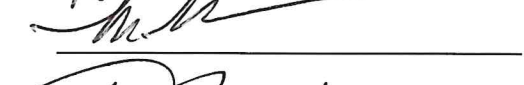

- Judy Wirth has a torn rotator cuff and will not be in attendance for a minimum of six weeks. Judi Carll and David Christensen offered to assist with reviewing the minutes.

VII. ADJOURNMENT

- David Christenson made the motion to adjourn at 7:21pm. Sam Hayden seconded the motion. No discussion. Vote 4 - 0 in favor. Meeting Adjourned.

VIII. ITEMS NEEDING SIGNATURE

Approved Date: July 18, 2018

July 4, 2018
6:30 p.m.

Approved Date: July 18 2018

~~2014~~
Marta Carr
Marta Carr
Diana

Shaime Prescott

TOWN OF WATERBORO
PLANNING BOARD
MEETING MINUTES
July 18, 2018
6:30 p.m.

I. ROLL CALL

Present: Lee Nelson David Christensen Judi Carll Dwayne Prescott Sam Hayden
Lori Anthony

Absent: Judy Wirth

Others: Tim Neill Lee Jay Feldman Eric Sanderson Charles Brown
Dana Woodsome Gail Woodsome Andrea Scott David Benton, Sr.
David Lowe Tammy Bellman

Lee Nelson called the Planning Board meeting to order at 6:31pm on July 18, 2018.

Lee stated a quorum has been met with the members present.

Lee moved the New Business to the front of the agenda.

Lee introduced Lori Anthony, the newest Planning Board member. Lori provided a brief work history.

II. MINUTES OF PREVIOUS MEETINGS

- June 6, 2018 – David Christensen made the motion to accept the minutes. Judi Carll seconded the motion. No further discussion. Vote: 4 – 0 – 2 (2 - Prescott absent; Anthony not yet a member).
- June 20, 2018 - David Christensen made the motion to accept the minutes. Judi Carll seconded the motion. No discussion. Vote 4 – 0 - 1 (1 - Anthony not yet a member).
- July 4, 2018 - David Christensen made the motion to approve. Dwayne Prescott seconded the motion. No discussion. Vote: 5 – 0 - 1 (1- Anthony not yet a member.)

III. NEW BUSINESS & PUBLIC HEARINGS

➤ **Election of Officers**

- **Chair** – Lee Nelson declined the nomination due to personal reasons. Dwayne Prescott nominated David Christensen for Chair. Sam Hayden seconded the motion. Judi Carll made the motion to cease nominations. Dwayne Prescott seconded the motion. No discussion. Vote 6 – 0 cease nominations. Vote on chair nominations: 6 – 0 David Christensen elected Chair.
- **Vice-Chair** – Dwayne Prescott nominates Judi Carll. David Christensen seconds the motion. Lee Nelson made the motion to cease nominations. Dwayne Prescott seconded the motion. Vote 6 – 0 nominations ceased. Vote 6 – 0 Judi Carll elected Vice-Chair.

- **Secretary** – David Christensen nominated Judy Wirth as Secretary. Lee Nelson seconded the motion. No further nominations. No discussions. Vote 6 – 0 Judy Wirth elected Secretary.

IV. OLD BUSINESS

- **Woodsome Family Subdivision – Plan Review – Charles Brown** – Did sight walk at the Woodsome Family Subdivision property location on Sokokis Trail. No major issues noted or observed. Trees for sight distance will need to be trimmed – Maine DOT will handle. The topo has been included with two foot survey markers; forested wetland at rear of site; new plans were handed out. Lot 7 has the drainage easement added and the building envelope has been modified to accommodate it. Sheet 4 at the beginning of the road – note – drainage with water quality standards and the 1% to 10% road slope. The Planning Board asked questions and for explanations that included: stone check dam – explanation; stone wall maintained on road; erosion control measures; silt bales and erosion control bales; details for the site construction; detail for the pond outlet; riprapping of the pond outlet; cost anticipated for the residential structures - \$100, 000 to \$500,000; 25 year storm base; culverts to be no less than 15” – agreed with Director of Public Works; highway entrance applications still required as part of the building permit application processing for new residences; note added that Don’s Auto Body becomes a legal non-conforming use within the subdivision; sprinklers to be included in lots 2 through ; a drainage easement for the right-of-way; lot 4 test pit – presuming that culvert will be filled if septic put in – only need 25’ distance – probably not; recommended that the hammerhead turn-a-round be changed to a cul-de-sac. Dwayne Prescott made the motion to make the subdivision application complete. David Christensen seconded the motion. No further discussion. Vote 6 – 0 application is complete. David Christensen made the motion to not have a public hearing due to no abutter in-put. Dwayne Prescott seconded the motion. Discussion – Lee thought should have; Lee Jay – originally just a family subdivision within State Law. The family members were not sure how long they were going to hold on to the property. The intent is to still keep it as a family subdivision. Dwayne – the application has been on the desk for a minimum of 30 days – plenty of time for it to be reviewed. No further discussion. Vote 5 – 1 (Nelson) No Public Hearing to be needed. Dwayne Prescott made the motion to make final approval. Lori Anthony seconded the motion. No discussion. Vote 6 – 0 approved.

V. COMMUNICATION

- **Note from David Benton** - Waterboro Heights security bond – informational – will be placed on the agenda for the next meeting. Tammy will invite Andy Cote to attend the next meeting.

VI. MISCELLANEOUS

VII. ADJOURNMENT

- Judi Carll made the motion to adjourn at 7:23pm. David Christenson seconded the motion. No discussion. Vote 6 - 0 in favor. Meeting Adjourned.

VIII. ITEMS NEEDING SIGNATURE

Approved Date: August 15, 2018

Theresa

Frank Bell

David W. Anthony

Paul N. Hye

Wayne Prescott

TOWN OF WATERBORO
PLANNING BOARD
MEETING MINUTES

August 1, 2018

6:30 p.m.

I. ROLL CALL

Present: David Christensen Judi Carll Dwayne Prescott Sam Hayden Lori Anthony

Absent: Judy Wirth Lee Nelson

Others: Tim Neill Andy Cote Lee Jay Feldman Eric Sanderson David Benton
Stephen Everett David Lowe Tammy Bellman

David Christensen called the Planning Board meeting to order at 6:32pm on August 1, 2018.

David stated a quorum has been met with the members present.

David moved the Old Business to the front of the agenda.

II. OLD BUSINESS

- **Waterboro Heights Bond Approval** - Andy Cote provided the Planning Board with a proposal for the bond for the Waterboro Heights Subdivision approved last fall. Lori Anthony made the motion to approve 125% of the proposed bond amount equally \$234,983.00. Sam Hayden seconded the motion. No further discussion. Vote 5 – 0 approved at 125%.

III. MINUTES OF PREVIOUS MEETINGS

IV. NEW BUSINESS & PUBLIC HEARINGS

- **SIS/Welch Subdivision Amendment Map 4 Lots 032 and 033A** – Stephen Everett – Steve provided the Planning board with an overview of the amendment to the SIS/Welch Subdivision: create more parking and storage area; the land going to the house increased the land size to 4.4 +/- acres; and TK Machining portion to be reduced to 5.6 acres +/- . The land is sloped to allow for run-off. Lori questioned the Subdivision application – the question for the Shoreland is checked no – but the site map does show resource protection. There has been a waiver requested for this. Also, checked no for the hazard zone but the plan states Zone C – minimal flooding. Sam – handle with the building permit? David – the answer to be to correct the application and then go forward. Tim – also in Wellhead Protection Area. Eric suggested that the map be fixed to reflect Route 202/4 and amend the responses to the questions. Judi Carll made a motion to grant the requested waivers. Dwayne Prescott seconded the motion. No further discussion. Vote 5 – 0 waivers approved. Dwayne Prescott made the motion for the remaining requirements are not applicable. Judi Carll seconded the motion. No discussion. Vote 5 – 0 agreed that the remaining requirements are not applicable. Sam Hayden made the motion the Board find the application complete pending the application be corrected to fix the

question about in Shoreland from no to yes and question 17 asking part of special hazard area from no to yes. Lori Anthony seconded. No discussion. Vote 5 – 0 passed. The Public Hearing was tabled until the certificates of mailing could be verified at the next meeting.

V. COMMUNICATION

- The Planning Board was provided copies of the Findings of Fact on Sunnyside Cottages Submerged Lands Lease.

VI. MISCELLANEOUS

- Judi Carll made the motion to grant Judy Wirth a waiver for lack of attendance. Lee Nelson seconded the motion. No discussion. Waiver granted.

VII. ADJOURNMENT

- Judi Carll made the motion to adjourn at 6:55pm. Lori Anthony seconded the motion. No discussion. Vote 5 - 0 in favor. Meeting Adjourned.

VIII. ITEMS NEEDING SIGNATURE

Approved Date: October 3, 2018

<u>Lori B.W. Anthony</u>	_____
<u>Chayne Prescott</u>	_____
<u>[Signature]</u>	_____
<u>Judi Carll</u>	_____

TOWN OF WATERBORO
PLANNING BOARD
MEETING MINUTES
August 15, 2018
6:30 p.m.

I. ROLL CALL

Present: David Christensen Judi Carll Dwayne Prescott Lee Nelson Sam Hayden
Lori Anthony
Absent: Judy Wirth

Others: Tim Neill Stephen Everett Eric Sanderson David Lowe Tammy Bellman

David Christensen called the Planning Board meeting to order at 6:30pm on August 15, 2018.

David stated a quorum has been met with the members present.

David moved the Old Business to the front of the agenda.

II. OLD BUSINESS

- **SIS/Welch Subdivision Amendment Map 4 Lots 032 and 033A SKETCH Plan; Amended Application and Waivers** – Steve Everett provided an overview to this point for the moving of two parcel lines that Robert DeWitt currently owns. Eric Sanderson reviewed the Town Planner memo recommendations – Shoreland Zone corrected; Special Flood Hazard Area corrected; recommend finding complete and granting waivers. David – we are only changing the lot line of two lots owned by the same person; not changing the original subdivision. Eric read from the Subdivision Ordinance 7.4: 7.1.4 A Public Hearing on the Plan may be held by the Planning Board, if requested or if the Board deems it desirable. Such a hearing will get the normal posting and advertisement. Dwayne Prescott made the motion to find the application complete. Judi Carll seconded the motion. No discussion. Vote 5 – 1 (Abstention Anthony) application found complete. Judi Carll made the motion to dispense with the Public Hearing. Lee Nelson seconded the motion. No discussion. Vote 6 – 0 no public hearing. Sam Hayden made the motion to grant final approval. Dwayne Prescott seconded the motion. No discussion. Vote 5 – 1 (Abstention Anthony) final approval granted.

III. MINUTES OF PREVIOUS MEETINGS

- **July 18, 2018** – Judi Carll made the motion to approve as presented. Lori Anthony seconded the motion. No further discussion. Vote 6 – 0 approved.

IV. NEW BUSINESS & PUBLIC HEARINGS

V. COMMUNICATION

TOWN OF WATERBORO
PLANNING BOARD
MEETING MINUTES
September 5, 2018
6:30 p.m.

I. ROLL CALL

Present: David Christensen Judi Carll Lee Nelson Lori Anthony

Absent: Judy Wirth Dwayne Prescott Sam Hayden

Others: Tim Neill Lee Jay Feldman Glenn Charette David Lowe Tammy Bellman

David Christensen called the Planning Board meeting to order at 6:30pm on September 5, 2018.

David stated a quorum has been met with the members present.

David moved New Business to the front of the agenda.

II. NEW BUSINESS & PUBLIC HEARINGS

- Charles Brown representative for FOMEZ Development, LLC, provided a brief overview of the project before the Planning Board:
 - Doug Folio, Jr. introduced as the Representative of FOMEZ Development, LLC;
 - The subdivision is part of Tax Map 11 Lot 45; a 21.5 acre portion; 6-lot traditional subdivision located in the Agriculture / Residential Zoning District with a minimum 80,000 square foot size lot;
 - A 4 acre parcel will be sold to an abutter;
 - The current road on the plans is just under 500 feet in length;
 - Four waivers have been requested to include:
 - The cul-de-sac
 - Twenty-five foot buffer along Townhouse Road
 - High Intensity Soil Survey
 - Nitrate Analysis – ensured that the wells and septic will be at least 100 feet between them – Septic in front yard, the well in the back yard;
 - On-site well and septic will be required;
 - Carmine, LLC started working this portion of the gravel pit back in 1998.

Lee Jay reminded the Planning Board that they were still at Sketch Plan Review – need to provide feedback for the Preliminary and Final Reviews – provide the applicant direction on the waivers. Based on the two complaints/concerns received Beginning with Habitat should be included (see Town Planner SKETCH Planner Review memo dated September 5, 2018). Charlie will go to Gray and follow-up at the next meeting. Glenn – noted that Article 5 Subsection 5.1.2 has not been completed. The following are still missing: drainage ditches, historical preserves, trees of unusual size or interest, anticipated price range of structures with land complete with well and sewage. The name for the subdivision already exists within the Town of Waterboro –

Townhouse Woods will need to be changed. Doug said that the name has been changed to Woody Knoll Subdivision. Glenn recommended that the Planning Board request three possible names from the applicant for the road name of the Woody Knoll Subdivision. The applicant needs to provide a 50 foot intervals for the e911 addressing this is based on Article 7, Subsection 7.2.7.2 The applicant sub-divider . . .the applicant shall mark the plan, lines or dots in the center of the streets at every fifty (50') foot interval so as to aid in the assignment of numbers to structures subsequently constructed and all other requirements set forth in conformance with the E911 ordinance adopted June 3, 1995. Lot three has wetlands and needs to show it in the building envelope. Based on the plan before the Board the road is 729 feet in length, emergency vehicle movement and snow plowing need to be addressed. No information received from Director of Public Works; regarding waivers – the buffer should remain – can move the building envelope line back further to ensure the buffer is maintained. The intensity soil study can be obtained from York County Soil and Conservation Commission – recommend that the applicant request a copy of the report for the subdivision area. The Insurance Rating System recommends that roads not be longer than 600 feet as that is the length of a fire hose; Lee Jay shared. The corner lot will have a 75 foot setback on two sides as it is a corner lot – can we stick with the 25 foot buffer as the elevation changes significantly – the feasibility of the building envelope being moved to an area of the parcel that would make the construction more difficult and increase the cost. Doug commented that the wetland according to NRPA standards does not meet freshwater size to be considered a wetland – a forested wetland you can go to the edge of the wetland. Currently operating a sand and gravel pit on the remaining area of the parcel; wanted to note the mining of aggregate on the northeast side but this area is not part of the subdivision – just wanted to note it. David presented the Board with the important facts that the applicant should address on the plan by the next scheduled appearance: 1. Conventional subdivision; 2. Price range to be \$250,000; 3. Provide three road names to the e911 addressing officer; 4. Wetland setbacks for lots 3 and 4; 5. Determine the true length of the proposed road – Charlie will double check the length. Lee Jay shared that at Preliminary – you will discuss again to determine if the changes are adequate and make the motions. Still need the letter from the Director of Public Works; Glenn's list will need to be reviewed for any changes. A site visit would be recommended. The dead-end street hammerhead can be addressed and seen at the site walk. The high intensity soil survey – provide a copy of the report and include the narrative and test pit logs; the geologist report for Subsurface Waste Water Disposal systems and the wetlands on Lots 2 and 3 – Adams sand – fine gravel – still need to obtain a professional opinion in writing; Charlie will obtain this report. The timeline for the road to be a public road would be once the last lot is sold and then the applicant will approach the town per procedure. The land being sold to the abutter will take place after the subdivision is finalized. A copy of the road maintenance agreement will be provided. Lee Jay suggested that the applicant put the performance bond in place. David scheduled the Site Walk for October 3, 2018 at 530pm and the Public Hearing for the same date at 6:30pm.

III. MINUTES OF PREVIOUS MEETINGS

- **August 1, 2018** – No quorum with the current members to approve the minutes – tabled to the next meeting.
- **August 15, 2018** – Judi Carll made the motion to approve as presented. Lori Anthony seconded the motion. No discussion. Vote 4 – 0 minutes approved.

IV. OLD BUSINESS

V. COMMUNICATION

VI. MISCELLANEOUS

- Glenn Charette – provided a status up-date on the possible changes to the Shoreland Zoning Ordinance – he has heard back from the town attorney and will be going forward with the wording changes.
- The Zoning Ordinance spreadsheet for the Board to make notes on will be reviewed by David Lowe to ensure that they can make the comments and ensure they are saved and shared among the Board.

VII. ADJOURNMENT

- Judi Carll made the motion to adjourn at 7:30 pm. Lori Anthony seconded the motion. No discussion. Vote 4 - 0 in favor. Meeting Adjourned.

VIII. ITEMS NEEDING SIGNATURE

- Minutes of July 18, 2018
- Minutes of August 15, 2018
- Findings of Fact/Notice of Decision for SIS/Welch Subdivision Amendment for Robert DeWitt

Approved Date: October 3, 2018

Lori B. W. Anthony _____
[Signature] _____
[Signature] _____
[Signature] _____

greater Carol

TOWN OF WATERBORO
PLANNING BOARD
MEETING MINUTES

October 3, 2018

6:30 p.m.

Site Walk: 6:00pm at the site of the FOMEZ Development, LLC Woody Knoll Subdivision – Tax Map 11 part of lot 45.

Present: David Christensen Judi Carll Lee Nelson Dwayne Prescott Lori Anthony

Absent: Judy Wirth Sam Hayden

Others: Tim Neill Eric Sanderson Charlie Brown Justin Foglio Doug Foglio, Jr.
Suzanne Foglio Glenn Charette Tammy Bellman

David Christensen called the Planning Board site Walk to order at 6:00pm on October 3, 2018.

David noted a quorum has been met with the members present.

Charlie Brown provided an overview for the site walk. Pointed out that Townhouse Road back in the 1800's was measured from the centerline at 33 feet with a CMP easement of 25 feet. The buffer will be left as is. Doug is researching the easement. The subdivision road is close to the 500 foot length maximum. There are no restrictions or any modeling for the septic designs. Ditches will be on both sides of the road. The road maintenance agreement will include the culverts. Charlie escorted the Planning Board members and others down the cleared area of the subdivision noting the different colored markers for the lot designations, soil test pits, road width and cul-de-sac area. The Planning Board asked questions that were answered by Charlie and Doug. David adjourned the Site Walk at 6:26pm – the Planning Board returned to the town hall for the regular portion of their meeting.

I. ROLL CALL

Present: David Christensen Judi Carll Lee Nelson Dwayne Prescott Lori Anthony

Absent: Judy Wirth Sam Hayden

Others: Tim Neill Glenn Charette Tammy Bellman Dave Lowe

David Christensen called the Planning Board meeting to order at 6:40pm on October 3, 2018.

David stated a quorum has been met with the members present.

II. MINUTES OF PREVIOUS MEETINGS

- **August 1, 2018** – Judi Carll made the motion to accept the minutes as presented. Dwayne Prescott seconded the motion. No discussion. Vote – 4 – 0 (Lee Nelson was not present).

- **September 15, 2018** – Judi Carll made the motion to accept the minutes as presented. Lori Anthony seconded the motion. No discussion. Vote – 4 – 0 (Dwayne Prescott was not present).

III. NEW BUSINESS & PUBLIC HEARINGS

IV. OLD BUSINESS

- Glenn Charette shared and handed out information on the incorporation of the Shoreland Zoning ordinance into the Zoning Ordinance.

V. COMMUNICATION

- Tammy shared with the Planning Board the submission of Judy Wirth's resignation from the Planning Board.

VI. MISCELLANEOUS

- Tammy will email to the members the remaining Planning Board meeting dates.

VII. ADJOURNMENT

- Lori Anthony made the motion to adjourn at 6:50 pm. Judi Carll seconded the motion. No discussion. Vote 5 - 0 in favor. Meeting Adjourned.

VIII. ITEMS NEEDING SIGNATURE

- Minutes of August 1, 2018
- Minutes of September 5, 2018

Approved Date: October 17, 2018

Judi Carll

Lori A. W. Anthony

Dwayne Prescott

TOWN OF WATERBORO
PLANNING BOARD
MEETING MINUTES
October 17, 2018
6:30 p.m.

I. ROLL CALL

Present: Judi Carll Lee Nelson Dwayne Prescott Lori Anthony

Absent: David Christensen Sam Hayden

Others: Suzanne Foglio Justin Foglio Charles Brown Doug Foglio, Jr. Tim Neill
Eric Sanderson Dave Lowe Tammy Bellman

Judi Carll, Vice-Chair, called the Planning Board meeting to order at 6:31pm on October 17, 2018.

Judi stated a quorum has been met with the members present.

Judi moved the Public Hearing to the front of the agenda.

II. NEW BUSINESS & PUBLIC HEARINGS

- **PUBLIC HEARING:** FOMEZ Development, LLC Woody Knoll Subdivision – Tax Map 011 part of Lot 045, a six lot subdivision. Charles Brown provided an overview of the Woody Knoll subdivision plan to this point: provided Certificate of Incorporation, Preliminary Subdivision Plan Checklist – either checked off or noted not applicable/unavailable; provided highway entrance permit; waited on the Soil Erosion Control before submitting to Soil Conservation ensure this subdivision will be going forward for approval; mentioned soils are same type throughout developed area and no limiting factors; Medium - Intensive Soil Survey descriptions of soils types– front cover and just the soils on site are in the packet – no restrictive information in the development soils; narrative for soil surveys; animal species – Inland Fisheries and Wildlife (INFW) habitat maps did not have the owl and the Coye dogs - the 2 species of concern noted in the verbal issue received, that they are not noted by INFW maps as endanger species; an update to the cost estimate base on the supplied plan and profile; an up-date road length of 525 feet so noted on the plans; potential road maintenance agreement was included – please note that this could change; list of 3 potential road names. No members of the public came forward to voice any opinions. Judi closed the Public Hearing at 6:40pm.
- Judi Carll opened the regular meeting of the Planning Board at 6:41pm.
- Discussion of the Woody Knoll Subdivision Plan: Road length official at 525 feet as per newly supplied plan and profile with the 25 foot buffer area on the road side property line beginning at the road right of way. Also, 100 foot pavement length as requested by the fire department and an additional 25 foot easement for snow storage on the hammerhead. Dwayne Prescott made the motion to accept the waiver for the

cul-de-sac. Lori Anthony seconded the motion. No further discussion. Vote 4 – 0 approved the waiver. The 25 foot greenbelt waiver was rescinded by Charles Brown. A revision made to a note on the plan replacing the word buffer with greenbelt was agreed to. The hammerhead has been angled to return any runoff to the culvert under the end of the road. Based on the soils test pit logs Lori Anthony made the motion to accept the medium intensity soil survey waiver. Dwayne Prescott seconded the motion. No further discussion. Vote 4 – 0 waiver approved. Applicant suggested on further informal investigation, septic plumes would be confined to the development area. Dwayne Prescott made the motion to approve the Ground Water Study wavier. Lee Nelson seconded the motion. No further discussion. Vote 3 – 0 -1 (Lori Anthony abstained). The wetlands are now noted with a 75 foot setback for the wetlands of special significance. On the final the 100 foot water well setbacks will be noted. The following discussion took place regarding the 25 foot greenbelt: Dwayne noted that the Planning Board had requested a bush-line on other subdivisions. Charlie – the 5 – 8 foot additional setback allowance for the greenbelt will allow for increased natural growth. Lori – noted as a buffer. Charlie – will change the wording on the final plan with no tree cutting in that area. The changes made to the lot lines will be provided on the final plan. Dwayne Prescott made the motion to find the application complete. Lori Anthony seconded the motion. No further discussion. Vote 4 – 0 application found complete. Lori Anthony made the motion to approve the preliminary subdivision plan. Lee Nelson seconded the motion. No further discussion. Vote 4 – 0 preliminary plan approved.

➤ Election of Officer

- Secretary – Dwayne Prescott made the motion to nominate Lori Anthony as Temporary Secretary until a full board is acquired. Judi Carll seconded the motion. No discussion. Vote 4 – 0 Lori is the Temporary Secretary.

III. MINUTES OF PREVIOUS MEETINGS

- **September 19, 2018** – Lori Anthony made the motion to approve the non-meeting minutes. Lee Nelson seconded the motion. No discussion. Vote – 4 – 0 non-meeting minutes approved.
- **October 3, 2018** – Judi Carll made the motion to accept the minutes as presented. Dwayne Prescott seconded the motion. No discussion. Vote – 4 – 0 minutes approved.

IV. OLD BUSINESS

10/6/2019
Dwayne Prescott made the motion to amend something previously adopted to ask the Board of Selectmen to include into the Waterboro Zoning Ordinance a clause that says the Shoreland Zoning Ordinance will comply with all setbacks within the Waterboro Zoning Ordinance. Seconded by Lori Anthony. No discussion. Vote 6-0 to change. A motion on October 6, 2018 Planning Board's meeting

Dwayne Prescott brought up the Shoreland assignment from a previous meeting to act upon and make a recommendation to the Board of Selectmen to change the front and side setbacks in the Shoreland Zoning Ordinance; to add a clause saying the Shoreland Ordinance will comply with all setbacks within the Waterboro Zoning Ordinance. Dwayne brought up the home rule – we are adding to it. The Board of Selectmen can determine if they want to add it together or leave as is. The note from Mike Morse of MDEP – ok if adopted. ~~Dwayne Prescott made the motion to ask the Board of Selectmen to add the Shoreland Zoning Ordinance into the Waterboro Zoning Ordinance. Judi Carll seconded the motion. No further discussion. Vote 4 – 0 to ask the Board of Selectmen to incorporate the ordinances.~~

COMMUNICATION

VI. MISCELLANEOUS

- Tammy handed out the East Waterboro Storage facility expansion plans.

VII. ADJOURNMENT

- Dwayne Prescott made the motion to adjourn at 7:20 pm. Lee Nelson seconded the motion. No discussion. Vote 4 - 0 in favor. Meeting Adjourned.

VIII. ITEMS NEEDING SIGNATURE

- Minutes of September 19, 2018
- Minutes of October 3, 2018

Approved Date: February 6, 2019

Lee R W Anthony
Dwayne Prescott
[Signature]
John Deel

[Signature]

TOWN OF WATERBORO
PLANNING BOARD
MEETING MINUTES
November 7, 2018
6:30 p.m.

There was no Planning Board meeting held on November 7, 2018.

Approved Date:

December 5, 2018

[Signature]

[Signature]

[Signature]

[Signature]

[Signature]

TOWN OF WATERBORO
PLANNING BOARD
MEETING MINUTES
November 14, 2018
6:30 p.m.

I. ROLL CALL

Present: David Christensen, Chair Judi Carll, Vice-Chair Lori Anthony, Secretary
Dwayne Prescott Sam Hayden John Noel

Absent: Lee Nelson

Others: Justin Foglio Charles Brown Tom Soule Lee Jay Feldman Tim Neill
Glenn Charette Dave Lowe Tammy Bellman

David Christensen, Chair, called the Planning Board meeting to order at 6:30pm on November 14, 2018.

David stated a quorum has been met with the members present. John Noel was welcomed to the Planning Board as a new member.

David moved the Applicants to the front of the agenda.

II. NEW BUSINESS & PUBLIC HEARINGS

- **East Waterboro Storage Facility Expansion Project** – Site Plan Review – Tom Soule – 331 Main Street, East Waterboro, Map 005 Lot 053A – Tom Soule provided an overview on the expansion – 4 buildings and a newly approved stormwater management plan will also be put into place with the expansion. Lee Jay Feldman provided the following: Staff Level Review members included were Glenn, Lee Jay, Mike Fraser, Fire Marshall, and Tammy was held and the memo provided covers the issues that were located on the original plan submission. The applicant received the memo and has submitted revised plans addressing all of their concerns. David asked about the status of MDEP approval. Lee Jay responded with per the email from the engineer the MDEP is behind schedule and will provide the approval/permit by the end of November as it has been forwarded to Augusta and is waiting for the commissioner's signature. Glenn concurs with Lee Jay's statements and has no further input. David suggested the plans be approved with the condition that no building permit is issued until the MDEP approval letter/permit has been received. As Town Planner I (Lee Jay) recommend an approval. David, asked for a motion to recommend approval with the condition to not issue any building permit until the approval letter from MDEP is received. Lori asked Tom whether the water supply was town or a private well. Tom replied that it is public water for his facility. Dwayne Prescott made the motion to grant approval with the condition that no building permit be issued until the Maine Department of Environmental Protection approval letter is received. Sam Hayden seconded the motion. No further discussion. Vote: 5-0-1 (Noel – Abstain – new member).

III. OLD BUSINESS

- **FOMEX Development, LLC – Woody Knoll Subdivision Plan – Final – 6 lots Tax Map 011 part of Lot 45 – Charles Brown** – Charles Brown and Justin Foglio represented the developer FOMEX Development, LLC. Charles presented an overview to this point: the plan before you has the minor changes requested at the last meeting which included:

1. The change at the turn-a-round with a culvert under road to the treatment area and shallowed up the ditches around hammerhead.
2. The Greenbelt note has been changed on plan.
3. The name of road (Leona Drive) has been added to the plan.
4. E911 addresses have been added to the lots
5. Instead of the gang mail boxes along Town House Road, regular rural mailboxes will be utilized at Sta 0+50 on the northerly side of Leona Drive, as noted on plans.
6. Meets and bounds around treatment facility were added;
7. Well locations noted with a circle with a 100 foot septic system setback.
8. Note 12 added to subdivision plan regarding Fire Chief's request for Sprinklers in each dwelling.
9. Note 13 added to Subdivision Plan referencing Section 9.4 regarding the cutting of natural vegetation. (delete/no cutting of natural vegetation within greenbelt area)
10. Title change to sheet 4 of 5 from "Details" to "Sedimentation and Erosion Control Plan".
11. Erosion control barriers and check dams added to sheet 3 of 5 along with a section of siltation barrier.
13. The request through York County Soil and Conservation has been subbed out to the Cumberland County Office – waiting for the results letter;
14. Note 10 was updated with the missing date.
15. ~~The pins have been set~~ Note 16 was added requiring pins to be set prior to acceptance of proposed public street.
16. Due to the Topography for lots 2, 3, and 4 individual erosion control plans are requested listed in note 17; note added for the pulling of a highway entrance permit for the driveways
17. Test pits for lots 2 and 3 re-done due to property line movement. Refer to note 18.
18. Compliance with the typical driveway cross section will be required at each lot as shown on sheet 5 of 5. ~~The driveway design cross-sections have been added to the plans.~~

The Performance Bond sample was provided for David Benton's review. Glenn will provide David with the Bond information. A note was added relative to inspection of construction on sheet 5 note 4. Note 15 address the request for foundations to be survey located. The road maintenance agreement is exhibit O in the preliminary plans and will be updated after the plans have been finalized. Judi Carll made a motion to approve the Woody Knoll subdivision with the following three conditions:

- 1. The Performance Bond will need to be finalized;
- 2. The Road Maintenance and Homeowners agreement is to be provided and approved;

- 3. Receipt of the Soil and Conservation Commission approval has to be submitted to the CEO
no building permits issued prior to the completion of the three conditions noted above. Sam Hayden seconded the motion. No further discussion. Vote: 5-0-1(Noel Abstain) Woody Knoll Subdivision approved with conditions.

IV. MINUTES OF PREVIOUS MEETINGS

- **October 17, 2018** –David postponed the vote on the October 17, 2018 minute until December 5, 2018.

V. COMMUNICATION

- Lee Jay Feldman told the Planning Board that he will be with them and the Town of Waterboro a bit longer. He will be in the town hall one day a week and available by phone on the other days.

VI. MISCELLANEOUS

- Judi Carll made a motion to postpone the Planning Board meeting of November 21, 2018 until December 5, 2018 due to a lack of a quorum. Lori Anthony seconded the motion. No discussion. Vote 6 – 0 to postpone.

VII. ADJOURNMENT

- Judi Carll made the motion to adjourn at 6:50 pm. Lori Anthony seconded the motion. No discussion. Vote 6 - 0 in favor. Meeting Adjourned.

VIII. ITEMS NEEDING SIGNATURE

Approved Date: December 5, 2018

[Signature]

[Signature]

Woody Knoll

Lori R. W. Anthony

TOWN OF WATERBORO
PLANNING BOARD
MEETING MINUTES
November 21, 2018
6:30 p.m.

There was no Planning Board meeting held on November 21, 2018.

Approved Date:

December 5, 2018

[Signature]
[Signature]
[Signature]
[Signature]

Lori R.W. Anthony
[Signature]

TOWN OF WATERBORO
PLANNING BOARD

MEETING MINUTES

December 5, 2018

6:30 p.m.

I. ROLL CALL

Present: David Christensen, Chair Judi Carll, Vice-Chair Lori Anthony, Secretary
 Lee Nelson Sam Hayden John Noel

Absent: Dwayne Prescott

Others: Doug Foglio, Jr. Suzanne Foglio David Benton, Sr. - DPW Director
 Lee Jay Feldman Tim Neill Glenn Charette Dave Lowe
 Tammy Bellman

David Christensen, Chair, called the Planning Board meeting to order at 6:30pm on December 5, 2018.

David moved the Applicants to the front of the agenda.

II. OLD BUSINESS

- **FOMEX Development, LLC – Woody Knoll Subdivision Plan – Performance Bond** – Dave Benton presented his letter suggesting a performance bond amount of \$50,000 based off a cost estimate of around \$38,000 in the form of a "line of credit". It covers more than enough of the job being performed. Sam Hayden made the motion to adopt the Performance Bond in the amount of \$50,000. Lori Anthony seconded the motion. No further discussion. Vote 6 – 0 bond amount approved.
- **FOMEX Development, LLC – Woody Knoll Subdivision Plan – Findings of Fact/Notice of Decision** – David stated the document indicates that all standards save either been met or are not applicable and recommended it to be approved with the condition that the applicant must have it recorded at the York County Registry of Deeds within the next 60 days. Lori Anthony made the motion to accept the Findings of Fact with the condition. John Noel seconded the motion. No further discussion. Vote 6 – 0 Findings of Fact with condition approved.
- **East Waterboro Storage Facility Expansion Project – Findings of Fact/Notice of Decision** – Tammy received a verbal ok from Tom Soule for the Planning Board to take action on the Findings of Fact without Tom being in attendance. David stated the the Findings of Fact reflect that all conditions had been met or are not applicable with the exception of item #11 where applicant is still waiting for Maine Department of Environmental Protection approval. Judi Carll made the motion to approve the Findings of Fact with the condition that no building permit is issued until the letter from MDEP is received. Sam Hayden seconded the motion. No further discussion. Vote 6 – 0 findings of fact approved.

III. NEW BUSINESS & PUBLIC HEARINGS

IV. MINUTES OF PREVIOUS MEETINGS

- **October 17, 2018** – Sam Hayden made the motion to postpone the vote on the October 17, 2018 minutes until the next Planning Board meeting. Lori Anthony seconded the motion. No discussion. Vote 6 – 0 to postpone.
- **November 7, 2018 and November 21, 2018** - Lori Anthony made the motion to acknowledge that no meetings were held on November 7 and November 21, 2018. John Noel seconded the motion. No discussion. Vote 6 – 0 minutes approved.
- **November 14, 2018** – Lori Anthony suggested edits to items 9, 15 and 18. Sam Hayden made the motion to approve the minutes of November 14, 2018 as amended. Lori Anthony seconded the motion. No further discussion. Vote 6 – 0 approved as amended.

V. COMMUNICATION

- David Christensen reviewed the proposed 2019 meeting dates for the Planning Board. No dates were excluded due to holidays in 2019.

VI. MISCELLANEOUS

- Lee Jay Feldman – Town Administrator has requested a he put together a work plan that the Planning Board will be working on over the next year:
 - Zoning – Article 3 – Village Zone
 - Subdivision Ordinance up-date
 - Modification of zoning district lines
 - Sign Regulations
 - Incorporate the Shoreland Ordinance as a section of the Zoning OrdinanceThe above are the issues that the Planning Board determined to be important and would like to work on over the year. David would like to see the Planning Board look more closely at the Comprehensive Plan to make sure the conditional uses and subdivisions are in accordance with the Comp Plan. He the applicants should list the parts of the Comp Plan that the subdivision falls under and any conditional business uses. The Select Board would then review and suggest any modification to the Planning Boards findings

VII. ADJOURNMENT

- Judi Carll made the motion to adjourn at 7:00 pm. Lori Anthony seconded the motion. No discussion. Vote 6 - 0 in favor. Meeting Adjourned.

VIII. ITEMS NEEDING SIGNATURE

Approved Date: February 6, 2019

Lori B. W. Anthony
John Noel
Judi Carll
Sam Hayden

David Christensen
Lee Jay Feldman

TOWN OF WATERBORO

PLANNING BOARD

MEETING MINUTES

December 19, 2018

6:30 p.m.

There was no Planning Board meeting held on December 19, 2018.

Approved Date:

February 6, 2019

Christine Prescott

Lori B. W. Anthony

Shirley

Michelle M. Bell

Mark

John H. H. H.

John H. H. H.