

**Town of North Yarmouth
Planning Board
Meeting Minutes of December 18, 2017**

I. Call to Order

Present: Chris Cabot (Chair), Audrey Lones, Clark Whittier, and Ryan Keith (CEO). Absent: Tom Hinman and Gary Dilisio with notice.

II. Minutes Approval

a. Minutes for November 8, 2017

Audrey Lones moved to approve the minutes as amended, Clark Whittier seconded the motion.. Discussion: None. **Vote 3-Yes, 0-No**

III. Communications

Findings if Facts Process- Town Manager

Due to inclement weather Town Manager Rosemary Roy was unable to attend; Stacey Ruby-Secretary handed out information and relayed information on behalf of the Town Manager.

Audrey Lones noted she wants to separate procedures for meetings from findings of facts into two different documents.

IV. Old Business

29 West Pownal LLC- Approval of Findings of Facts

Board discussed tabling to look over new form. Audrey Lones moved to table approval, Clark Whittier seconded the motion. Discussion: None. **Vote 3- Yes, 0-No**

V. New Business

None

VI. Any other Business

a. Ordinance Updates

Board discussed upcoming work shop dates.

b. Call for Members

Chris Cabot called for new members.

c. Workshop Dates

See above.

d. Designation of Next month's Chair

Either Gary Dilisio or Tom Hinman will be next month's chair.

e. Summit

Audrey Lones asked if there is anything the Board would like to consider taking any actions, the Board should at least look into it. The Board will wait on further information before making any recommendations.

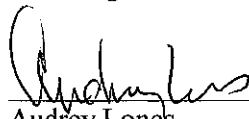
f. Other

Ryan Keith passed on information that Deer Brook Apartments was about to start the third phase in their project now that the hydrant had been installed, he wanted to keep the Board updated that they may need to come back before the Board.

VII. Adjournment

Recorded by Stacey M. Ruby ASC

Planning Board Members



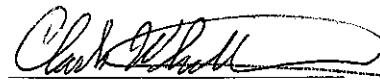
Audrey Lones



Chris Cabot (Chair)

Tom Hinman

Gary Dilisio



Clark Whittier

Vacant - Alternate

Vacant- Alternate