

Town of North Yarmouth
Planning Board
Meeting Minutes of October 4, 2022
Business Meeting
(recording is available via [Town Hall Streams](#))

I. Call to Order

The meeting was called to order at 6:02 PM. Present: Jeffrey Brown (Secretary), Kimry Corrette (Board Member), Paul Metevier (Board Member), Trey Milam (Board Member), Alex Urquhart (Alternate Board Member) and Paul Whitmarsh (Alternate Board Member)

Absent with notice: Sanford Peabody (Board Member)

II.

Minutes Approval

None

III. Old Business

None

IV. New Business

a. Chairperson Nominations/Vote

Jeffrey Brown reviewed his discussions with other regular voting board members regarding the Chairperson position. The discussed the Select Board decision for Paul Metevier' s request to step down to alternate due to health issues. Jeffrey Brown noted that he would like to give the Select Board the opportunity to reconsider their decision, he suggested that the Planning Board members email the Town Manager & Select Board Chair and cc'd the Planning Board Members requesting a reconsideration.

Jeffrey Brown motioned to table the election of a Planning Board Chairperson until further notice; Kimry Corrette seconded the motion. Discussion.

Vote: 6 Yes / 0 No

V. Any other Business

a. Administrative Business

1. **Bylaws Review and Modifications**

The board reviewed the current bylaws and made some modifications.

**Town of North Yarmouth
Planning Board
Meeting Minutes of October 4, 2022
Business Meeting**

(recording is available via [Town Hall Streams](#))

Jeffrey Brown motioned to approve an amendment to Section 2.D by adding the following: In the absence of both the chair and secretary from a meeting, where a quorum of members and alternates exists, the quorum shall vote to appoint a regular voting board member to preside over the meeting and will have the same responsibilities as an officer for that meeting; Kimry Corrette seconded the motion. Discussion.

Vote 6 Yes / 0 No

Jeffrey Brown motioned to approve adding the following to Section 2. F. In the event of a vacancy in either the secretary or chair position, the planning board shall fill the vacancy with a regular voting board member by majority vote at a regular or special meeting; Paul Metevier seconded the motion. Discussion.

Vote: 6 Yes / 0 No

Kimry Corrette motioned to amend Section 2.A to the following: Officers of the Board shall consist of a Chairperson and Secretary to be chosen annually at the first regular meeting in July of each year by and from among regular voting Board Members unless otherwise provided by law; Jeffrey Brown seconded the motion. Discussion. Vote: 6 Yes / 0 No

VI. Adjournment

Meeting was adjourned 7:00 PM.

Recorded by Tracey Cox, Executive Assistant to CEO/Assessor

Planning Board Members

Jeffrey Brown – Secretary/Interim Chair

Kimry Corrette, Board Member

Trey Milam, Board Member

~~Sanford Peabody, Board Member~~

Paul Metevier, Board Member

Paul Whitmarsh, Alternate Board Member

Alex Urquhart, Alternate Board Member