

**Poland Planning Board Workshop**  
**April 8, 2014 – 7:00 pm**  
**Town Office Conference Room**

**MINUTES**

**CALL TO ORDER**

Chairman George Greenwood called the workshop to order at 7:00 pm with members William Foster and Jim Porter Present. Members William Willett and Dawn Dyer are absent with notification. Also present are Selectmen Steve Robinson, Janice Kimball, Stan Tetenmen, Walter Gallagher, James Walker, Town Manager Bradley Plante, Code Enforcement Officer Nick Adams, CEDC Member Joseph Cimino, and Conservation Commission member Keith Messer.

**MINUTES**

None

**COMMUNICATIONS**

None

**WORKSHOP**

The Board of Selectmen have called the workshop for the following reasons: discussion of road standards, sidewalks, waivers, town road acceptance requirements, CLUC amendments, and Town Meeting follow up.

Sidewalks

- Selectmen Steve Robinson asks why the town has an ordinance requiring sidewalks, and why it was waived for Autumn Drive.
  - James Porter was not a voting member when Brian Merrill's subdivision came before the Planning Board, but he was there for the discussion. It did not make sense to require sidewalks for a sub division that had no other sidewalks near it. Instead the board decided that a trail system within the subdivision was a better idea. It would make sense to require sidewalks for a subdivision that connected to a road with them, but that wasn't the case in this situation.
  - CEO Nick Adams reminds everyone that a sidewalk district was discussed at a Planning Board workshop in the fall, however due to the number of proposed changes nothing came of it. The engineering aspect of requiring sidewalks becomes expensive.
    - Selectmen Steve Robinson notes that currently the Town has no way to maintain sidewalks in the winter.
  - Chairman George Greenwood was a Planning Board Member when the cluster subdivision was approved. The reason the sidewalks were waived was to reduce the impact of impervious surfaces. The trail system was an alternative that would create less of an impact.
    - CEDC Member Joseph Cimino thinks sidewalks are a bad idea in a rural town.

- James Porter reminds him that a vision was created for a downtown walking village.
  - CEO Nick Adams reads the Comprehensive Plan which states that the CEDC should create a sidewalk development plan.
    - Selectmen Stan Tetenmen, a former member of the Comprehensive Planning Committee, remembers Route 26 being the primary focus of sidewalk development. This is why the CEDC was designated to create a sidewalk plan since they were responsible for creating a “downtown.”
  - Selectmen Steve Robinson asks if traffic, or trips per day, has a sidewalk requirement.
    - CEO Nick Adams informs him that it does not. The sidewalk requirements are only coming from the CLUC Road Standards. If a road is not built, sidewalks would not be required. A clear sidewalk development plan needs to be created as noted in the Comprehensive Plan.

#### Waivers and Town Roads

- In order for a road to be accepted as a Town road it must meet the required standards regardless of any waivers granted. This can put the Selectmen in a difficult position if the Planning Board has not correctly explained this to the applicant.
  - Selectmen Walter Gallagher believes waivers should clearly state that if the road is not built to town road standards it cannot be accepted as a town road, even if a waiver is granted. Also he would like to see any granted waivers and the reason they were granted explained.
    - CEO Nick Adams informs him that this is how it is currently being done.
  - Selectmen Stan Tetenman asks the Planning Board if they are asking applicants if they intend to make the subdivision roads town roads in the future.
    - Chairman George Greenwood confirms that it is usually discussed.
  - Selectmen Steve Robinson believes that waivers leave things open to interpretation. They can make things unclear years later.
    - Member James Porter thinks taking discretion away from the Planning Board is a bad idea. He also believes making a decision to require something on a basis of public safety is no different than making a decision to grant a waiver on something that is unnecessary.
  - The road acceptance standards require sidewalks, and do not allow any waivers. The ordinance is phrased using the word shall, Member James Porter suggests changing it to may.
    - Member William Foster thinks that would make it very difficult to require anyone to build sidewalks.
      - Selectmen Stan Tetenmen agrees.

- Joe Cimino thinks may instead of shall would work on Route 26 in the Downtown District, but nowhere else.
- Selectmen Stan Tetenmen suggests changing the road acceptance standard to state that the road must meet the standards for year it was built, if it was indicated it would be built for acceptance.
  - Member James Porter thinks this would work if previous record keeping was done as well as it is now. Unfortunately it was not.

#### Town Meeting Follow Up

- Selectmen Steve Robinson wants to know what impact the failed warrant articles will have.
  - CEO Nick Adam's biggest concern is the changes to the sign ordinance. These changes, should they have been approved, would have allowed the Dunkin Donut's Plaza sign to meet code. Currently, it is in violation. Incoming businesses will need to conform to the ordinance requirements.
- Selectmen Stan Tetenman remarks on how smooth Town Meeting went once CEO Nick Adams started explaining the proposed changes. He thinks that this needs to be continued in the future.
  - Selectmen Steve Robinson believes a brief explanation in person or written included in the packet will be necessary in the future.
    - Town Manager Bradley Plante agrees, and would like to see a briefing sheet on each article next year stating the expected impact should it pass or fail.
- Selectmen Steve Robinson in the future would like to see a dedicated person, who is in favor of the change that could answer any questions on the article.
  - Town Manager Bradley Plante notes that in most cases it is the proponent of the article that is responsible for defending it.
    - CEDC Member Joe Cimino reminds everyone that the CEO needs to stay neutral and not be in favor of, or opposed to the changes.
- Chairman George Greenwood noticed that the Conservation Commission was very outspoken, and he is curious why.
  - CEO Nick Adams believes they are seeking more input on proposed changes.
  - Conservation Commission Member Keith Morse informs everyone that they did not feel as though they had time to really understand the amendments proposed. In the future they would really like to be notified of meetings that proposed amendments are discussed.
  - CEDC Member Joe Cimino believes the public was well notified of CLUC Amendment hearings. Members of the community are responsible for educating themselves.
    - Selectmen Stan Tetenmen thinks that in the future when a change is proposed that might affect a specific group or committee, that they should be personally invited to attend the meeting to provide input.
      - CEDC Member Joe Cimino thinks that the committees could be more proactive in keeping up with the Town's current events.

- Selectmen Steve Robinson believes there needs to be more board/committee overlap. It is a “two way street.”

#### Comprehensive Planning Committee

- A popular question at the Town Meeting was: are we still consistent with the Comprehensive Plan.
  - According to the State we are. However the Shoreland Zoning ordinances are not. According to CEO Nick Adams the Shoreland Zoning ordinances stopped being consistent with the Town’s Comprehensive Plan when the fire station expansion was built. The Comprehensive Planning Committee will again need to be formed.
    - CEDC Member Joe Cimino thinks the committee should be made up of members from other committees.
      - Member James Porter believes it needs to be very well rounded and not just stacked with members with similar opinions and backgrounds.

#### **OLD BUSINESS**

None

#### **NEW BUSINESS**

None

#### **OTHER BUSINESS**

None

#### **ADJOURNMENT**

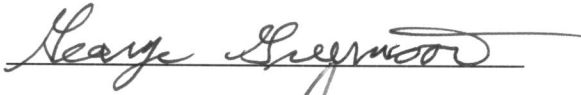
The meeting adjourned at 8:40 pm.

Recorded by Alex Sirois<sup>1</sup>

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<sup>1</sup> NOTE: THESE MINUTES ARE NOT VERBATIM; THEY ARE ONLY A SUMMARY OF THE BUSINESS THAT TOOK PLACE. FOR MORE DETAILED INFORMATION THE TOWN OFFICE HAS VIDEO AND ANY DOCUMENTATION SUBMITTED TO THE PLANNING BOARD REGARDING THIS MEETING.

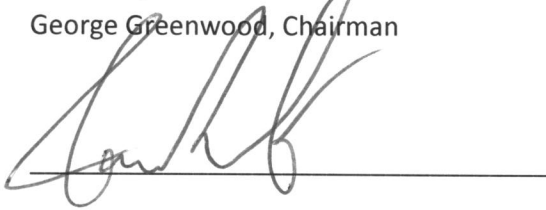
Date Approved:  
Poland Planning Board



George Greenwood, Chairman



William Foster, Vice Chairman



James Porter, Secretary

ABSENT

William Willett, Member

ABSENT

Dawn Dyer, Member