

**Planning Board**  
**Bustins Island Village Corporation**

To: Planning Board  
From: James Boone, Secretary  
Copies To: CEO, Appeals Board, Board of Overseers, Clerk  
Subject: Minutes of the February 24 2018 meeting

Date: March 5, 2018  
Corrected: April 7, 2018  
Approved: April 7, 2018

**Draft Minutes Not Approved by the Planning Board**

The meeting was held at Freeport Public Safety Building on February 24, 2018 in Freeport Maine. Present were members Chairman Dave Gosnell, Jeff Leland, Craig Allard, associate member James Boone and prospective member Dave McCoy. Also present was Chris Martens. The meeting was called to order at 10:01 a.m. The chair appointed associate James Boone as voting member for the meeting. The chair distributed an agenda for the meeting.

1. Approval of Minutes – The minutes from the October 8, 2017 were approved with corrections. Jeff Leland will sent the final CUP paperwork to the Clerk.
2. Review of follow up action items – Several action items were discussed and some removed from the list having been completed.
  - 1) **Charlotte Kahn** was not present to present the process on putting her power point presentation on the BIVC web site
  - 2) **Jeff Leland** informed the board the John Woods is semi-retired. Jeff also stated that two roads remain on the list of needed to be accepted. These roads will be discussed later in the meeting.
  - 3) **Dave Gosnell** to talk to Rob Boone about the ability to schedule the Planning Board Meeting the same day as the BIVC meeting.
  - 4) **Dave Gosnell** to talk to Rob Boone about the required meetings for the road hearing in June. Dave will also clarify with Rob about which roads will be unaccepted.
  - 5) **Barbara Skelton** to talk to Dave Gosnell regarding updates to the Building permit.
  - 6) **Dave Gosnell** to speak to Ron Tozier about the removal of his construction materials down by the golf course as part of an overall beautification issue. They are on his lots but readily viewable from the road.
  - 7) Planning Board to take up discussion on the “Living Shoreline” Initiative at future meetings.
  - 8) All members to research and be able to discuss Non-Conforming structures for Chapter 1000.
  - 9) **Dave Gosnell** to ask Barbara Skelton to serve as the CEO for the upcoming year.

- 10) **Chris Martens** to email a copy of the past budget for the Planning Board to Dave.
  - 11) **Jim Boone** to call and reserve the room for the next meeting.
  - 12) **Chris Martens** to contact Mike Morris.
  - 13) **Chris Martens** to reach out to Bill Copper for his draft of the Non-Conforming Structures for Chapter 1000.
3. CEO/LPI Status Report – Barbara Skelton was not able to be present at the meeting.
  4. The Agenda for the upcoming year
    - 1) Chapter 1000, a work in progress. No solid deadline from the state at this time.
    - 2) Comp Plan, what issues need to be worked on for 2018
    - 3) Set the budget for the Planning Board for 2018. Should be in-line with past years.
    - 4) Ask Barbara Skelton to serve again for this year.
    - 5) Currently unaware of any possible CUP hearing this summer or building permits to be requested.
  5. Chapter 1000 ordinance changes- How much progress had been made on the assigned sections. Jeff Leland was researching the Disabilities section. Craig was researching the Timber Harvesting section. Bill Cooper had a draft completed on the Non-Conforming Structures section. A consensus for the members was to work on one section as a team at a time. Once a draft is complete it will be sent to Mike Morris for his input. Our goal should be to have all sections have a draft by the summer of 2019
  6. Road Acceptance- Two roads were discussed and a hearing needs to be scheduled. The road that runs by the golf course in front of Lots 111 and 110, needs to be moved slightly to show the actual placement of the road. The second road was a snake by Maiden Lane. These should be the last two road acceptances. It was discussed that some roads that had been previously accept, now need to be unaccepted.
  7. Date for next meeting – The next meeting was set for April 7 2018 at 9:00am. The location will be the Freeport Public Safety building

The meeting was adjourned at 11:40a.m.

Respectfully submitted,

James Boone, Secretary