

# Town of Acton, Maine Planning Board Meeting MEETING MINUTES

**Date:** November 1, 2018

**Members Present:** Joyce Bakshi, Chair  
Tom Cashin, Vice Chair  
Leslie Berlan  
Yoli Gallagher  
Gavin Maloney  
Donovan Lajoie (Alternate)  
Dennis Long (Alternate)

Also present: Brenda Charland, Land Use Secretary; Virginia Deboer, Video Recorder;

**Call to Order:** The Chair called the meeting to order at 7:02 p.m. and declared a quorum.

## **Approval of Minutes:**

- **Approval of the Minutes of October 18, 2018:** Moved by Leslie Berlan to approve the minutes as written, seconded by Dennis Long. Tom Cashin requested including a statement that Richard Levesque had listed the condition that “no retail sales” would be allowed in his original Conditional Use application. The Chair asked for a motion to accept the amended minutes, motion passed 5-0.

## **New Business:**

- **Report to Board of Selectmen:** The Chair stated that the Planning Board is on the Board of Selectmen agenda for Wednesday, November 7<sup>th</sup> and all members are asked to attend. The Chair will present their updated bylaws and report Planning Board activities during 17/18 fiscal year and include a copy of all the Conditional Uses and Best Practical Locations, as well as Zoning Ordinance and Subdivision Regulations Amendments that were passed by the voters in June.

Brenda Charland reviewed the permit spreadsheet that the Code Office posts on the website. She explained that people can refer to the website to see all the permits issued by the office. She stated that the spreadsheet is updated on Fridays and that the feedback has been positive.

## **Housekeeping:**

- **Comprehensive Plan:** The Chair explained that going forward members will be reviewing the Comprehensive Plan in preparation of updating.

## **Adjournment:**

The Chair adjourned the meeting at 7:54 p.m.