

**Town of Winterport Planning Board Meeting
Victoria Grant Center
April 20, 2023**

The Town of Winterport Planning Board met on Thursday, April 20, 2023, at 7:00 p.m. at the Victoria Grant Building. Members present were: Chair Jim Gilbert, Lew Aurelio, John Coggeshall, Livia Davis, Kate Grossman and Carol Worster.

Board Secretary Gloria Aurelio and Land Surveyor Darrell Ginn were also in attendance.

I. Call to Order

Chair Jim Gilbert called the meeting to order at 7:01 p.m.

b. Determination of Quorum

Six members of the Board were in attendance, indicating a quorum.

c. Approval of Minutes

Coggeshall moved, Aurelio seconded, and the Board voted unanimously to approve the minutes of the regular meeting of August 18, 2022 as presented.

Coggeshall moved, Worster seconded, and the Board voted unanimously to approve the minutes of the regular meeting of September 15, 2022 as amended.

d. Chair's Report

Chair Gilbert announced that the next Town Budget Committee meeting will be held on Wednesday, April 26 at 6:00 p.m. at the town office. All Planning Board members are welcome to attend.

Chair Gilbert will now be regularly sending copies of Planning Board correspondence he received to the Board, for reference.

e. Land Use Ordinance Review Committee

As requested, Kate Grossman reported that the Land Use Ordinance Review Committee's work continues. Chair Gilbert will request a one-year extension, as more work remains to be done.

II. Presentation Sketch Plan for Deer Meadows Subdivision.

Land Surveyor Darrell Ginn presented and explained a Sketch Plan for Deer Meadows Subdivision. Chair Gilbert provided the Board with background information on the property/lots,

sales of partial sections of the property in 2020 and 2021, and the subsequent creation of a subdivision.

John Coggeshall advised that the Board should seek an opinion from town attorney Charles Gilbert, Esq. on the subdivision application.

After considerable discussion, Chair Gilbert announced that he will contact Attorney Charles Gilbert to request a conversation and advice on this matter. He invites two Planning Board members, Surveyor Ginn and landowner Christopher Hale to participate.

Chair Gilbert will also seek input from the Maine Municipal Association, and Town Code Enforcement Officer Jacki Robbins.

If an agreement is reached, a completeness review will be held at the next regular meeting of the Board.

III. New Business

Mr. Coggeshall announced he will remain on the Planning Board, but is no longer willing to serve as Vice Chair.

Chair Gilbert announced that in the absence of formal procedures, if he is absent at a meeting, he suggests the Board elect an acting chair for that meeting.

Future plans include the creation of Planning Board Bylaws and Procedures.

IV. Adjourn

At 7:47 p.m. Coggeshall moved, Aurelio seconded, and the Board voted unanimously to adjourn.

Next meeting: Thursday, May 18, 2023 at 7:00 p.m.