

41
42
43
44
45
46
47
48
49
50
51
52
53
54
55
56
57
58
59
60
61
62
63
64
65
66
67
68
69
70
71
72
73
74
75
76
77
78
79
80
81

- **Site Plan Review**

Mary Smith was not in attendance. She and G. Greenwood had worked extensively on the update, and M. Smith had sent recent updates to G. Greenwood. The Board opted to table the site plan review updates until M. Smith could attend.

- **Approval of Minutes from January 17 February 21, and March 20, 2024.**

Approval of January minutes were tabled to make corrections.

MOTION: Carly Fenton motioned to approve the meeting minutes of February 21, 2024. Aaron Fenton seconded. All in favor.

MOTION: Marty Silvia motioned to approve the March 20, 2024 meeting minutes, with corrections at line 63. Aaron Fenton seconded. All in favor.

- **Any other business brought before the Planning Board.**

The board discussed strategies to streamline the processes between the land use administrative assistant (admin), the town planner, and the Planning Board. Communication and logistical issues were discussed, particularly regarding the admin primarily working alone when the town planner is not available. The Board and town planner discussed implementing processes that allowed applicants and potential applicants to receive answers to land use inquiries in a timely manner. G. Greenwood stated that he could hold office hours in the town hall that would allow residents to ask questions in person and be provided realistic expectations, as well as relieve the admin of significant time it takes to respond to complex inquiries from residents.

- **Next Regular Monthly Meeting: Wednesday, April 17, 2024, at 6:30pm**

- **Adjournment**

MOTION: motioned to adjourn the meeting. seconded. All in favor.

The meeting was adjourned at 7:45pm.

Respectfully Submitted,

Owen Corcoran
Land Use Administrative Assistant