Wales Planning Board

Meeting Minutes

December 14, 2015

PRESENT: Keith Hood, Mike Milanese, Ed Boyce, Bill Matchett, Steve Valle, Amy Adams

ABSENT: Gene Randall

GUEST: Danelle LaFlower

NOTE: Mike Milanese and Ed Boyce, both Select Board members, are present at tonight’s meeting in order to establish a quorum to take action on Richard Silva Auto’s special permit, as Bill Matchett must abstain due to a conflict of interest.

The meeting was called to order by Bill at 7:03 p.m.

The first item of business that the Board addressed was the special permit for Richard Silva Auto. Due to a conflict of interest, Bill recused himself and Keith became acting chair. Keith indicated that he and Amy had looked through the Planning Board files and were unable to find any information regarding Mr. Silva’s special permit.

After some discussion, a motion was made by Steve, seconded by Ed, to ask town counsel for advice about this issue. Steve, Ed, Mike, and Keith voted to accept the motion and Bill abstained.

Keith will draft a letter to counsel and will forward it to Amy for mailing.

At this time, Ed indicated that he isn’t sure if he and Mike can vote as Select Board members on the appointment of a new member (Danelle) to the Planning Board at tonight’s meeting. He doesn’t think that a Select Board agenda was posted and their voting would therefore violate the Open Meeting Law.

After some discussion, it was decided that the Select Board would vote at their next meeting and the Planning Board would vote separately at this meeting.

A motion was made by Keith, seconded by Steve, that the Planning Board members present at this meeting appoint Danielle LaFlower to fill the vacant position of Justin Mathiau. Keith, Steve, and Bill voted to accept the motion. Ed and Mike abstained.

Bill also stated he will talk with Gene Randall about whether he intends to remain on the Planning Board, as he hasn’t been regularly attending meetings.

Ed made a motion, seconded by Mike, to accept the minutes of November 23, 2015 as presented. The motion passed unanimously.

Next on the agenda was the special permit for 3 Main St. Bill read an email received from David Foote and the Board of Health indicating that the property had been inspected by the Board of Health and no issues were found. Bill indicated that he would be attending the Select Board meeting on Wednesday to discuss this further.

The Board had a general discussion about other types of special permits including sign permits and cell towers, and whether or not it is the Board’s responsibility to ensure that businesses with signs have obtained the proper permits. The consensus was that the Board would act only if there were a formal complaint.

The budget will be due January 6, 2016, unless the Board requests an extension. The Board agreed to review the ledger at the next meeting and determine at that time if any changes need to be made to the existing Planning Board budget. It was also noted that the Annual Report will be due in March.

A motion was made by Keith, seconded by Steve, to change the Planning Board office hours to Mondays from 6 - 8 on non-meeting weeks and 6-7 on meeting weeks. The motion passed unanimously.

Mail was reviewed and vouchers were signed.

Keith made a motion to adjourn, seconded by Steve, at 7:53 p.m. The motion passed unanimously.

Respectfully submitted,

Amy Adams