

## Minutes for Tuesday, July 21, 2015 Planning Board Meeting

**1. Call to Order:** David Johnson called the meeting to order at 7:03 PM.

**2. Introduction of Attendees:** Present were: Chairman David Johnson, Secretary Laura Chadbourne, Members Gail Bartlett and Kevin Taylor, and Alternate Member Ron Kiesman. Absent were Member Dan Cousins and CEO Eric Gulbrandsen.

**3. Minutes from the June 16, 2015 Meeting:** The minutes were reviewed by the group. Gail Bartlett moved and Kevin Taylor seconded the acceptance of the minutes as written. The motion passed unanimously.

**4. CEO's Report for June 2015:** As the CEO was not present at the meeting, review and acceptance of the CEO's Report for Jun 2015 was tabled until the following Planning Board meeting.

### 5. Communication & Bills

#### A. Correspondence Received (by date):

1. 6/17/15: rec'd from CEO via email, information about municipal fees from Fryeburg and Bridgton. Secretary forwarded information to Planning Board Members and Assistant on 6/23/15.
2. 7/5/15: rec'd in PB mailbox, check from William and Grace Sparks in the amount of \$8.37, covering additional fees due on the Conditional Use Permit for dock installation on Stearns Pond at Map U-8, Lot 1.

#### B. Correspondence Sent (by date):

1. 7/11/15: Secretary transmitted Sparks check for \$8.37 along with explanatory memo to the Town Treasurer via the town office mailbox.

### 6. Old Business:

- A. Central Maine Power vegetative screening issue – discussion tabled as CEO was not present.
- B. Fees for Conditional Use Permit (CUP) applications: group continued discussion from previous month about whether to recommend an increase in CUP fees to the Selectboard. Prior to the meeting, Laura Chadbourne had followed up with the Planning Board assistant to answer the question of whether the town Treasurer could invoice applicants on behalf of the Planning Board for fee overages. However, since the Treasurer is an elected position, by law additional duties cannot be delegated to the position.

Comparison of Sweden fees to surrounding towns was discussed in order to determine if Sweden's fees are in line with other towns in the area. Data:

- Sweden: \$50

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- Fryeburg: \$125
- Bridgton: \$50 + \$100 escrow for applications requiring Planning Board approval

Board felt that given most Sweden CUP applications require follow up with applicants to recoup fees, it would probably make sense to recommend a fee increase. One option discussed was charging a different fee for for timber harvesting CUPs (i.e., \$125) versus fees for other CUP applications (i.e., \$75).

The Board was also interested in learning more about Bridgton's escrow process. If a simple process, that could be considered as an option too. Laura offered to follow up with the Town of Bridgton to find out how the escrow process worked.

Decision on recommending a fee increase for CUP applications was tabled until the next Planning Board meeting.

### **8. New Business:**

A. None.

### **8. Announcements:**

- A. The next regular Meeting will be **Tuesday, August 18th** at 7:00 PM at the Sweden Town Office.
- B. The board has an opening for one Alternate Member (Alternate Members serve a 1-year term). Should anyone express interest, they can be appointed by the Selectmen.

Gail Bartlett moved that the meeting be adjourned at 7:20 PM. Chairman David Johnson adjourned the meeting.

Respectfully submitted,

Laura Chadbourne  
Secretary, Sweden Planning Board