

## **Albion Planning Board**

Regular Meeting Minutes  
September 12, 2011

Planning Board Members Present: Willie Grenier (Chair), Kevin Morrissey (Vice-Chair.), Frank Siviski (Sec.), Allen Knights, Ellen Najpauer.

Deane Mason and Charles (Chuck) Rounds (Associates).

Others present: Mary Lee Rounds – Selectboard Member.

Mike Spaulding – C.E.O.

Rick Sukeforth

- 1) Meeting was called to order at 7:04 P.M. by Willie Grenier (Chair).
- 2) Roll call: (5) Regular Members and (2) Associates.
- 3) The rules were suspended to allow Mary Lee Rounds to comment on the pending Minutes of the August 8, 2011 meeting. Discussion was held on clarifications and omissions. Kevin moved to accept the Minutes as amended. The motion was seconded and approved.
- 4) C.E.O. Report – Mike had supplied the Board with the year to date C.E.O. report. There were no questions.
- 5) Kevin moved to change the agenda to allow Rick Sukeforth to address the Board. The motion was seconded and approved.  
Rick informed the Board that the replacement septic system design had been completed as requested by the Board. Mike Spaulding informed the Board that the plumbing inspection had been completed. He also stated that Rick had to be on the agenda for the October meeting and that Rick had been informed the “after the fact” permit fees would be double.  
Willie requested the pertinent meeting minutes be sent to the members of the Board for review.
- 6) Ellen Najpauer – Report on Public / Civic Classification. Ellen supplied the Board with a list of definitions. The list contained a definition of Public and Civic Uses along with an explanation of all terms used in the definition. Frank moved to place the item to be discussed on next month’s agenda. The motion was seconded and approved.

7) Secretary's Report – Frank expressed his concern over the procedure of the last two (2) meetings. He requested that the Board formally adopt Robert's Rules of Order to conduct business.

Ellen supplied the Board with a copy of the Gardiner Planning Board Procedures.

Kevin moved to adopt Robert's Rules of Order (as best we can) to conduct business. The motion was seconded and approved.

Review of Gardiner Planning Board Procedures was moved to next meeting.

8) Chuck Rounds – Report on Definition of Structure. Chuck found that most Towns use the definition of structure that is currently used by Albion. The City of Auburn was the exception. The City of Auburn specifically referenced canopy structures built of a fibrous membrane.

The discussion centered on permit fees, setback requirements, and the size of the canopy.

The discussion was tabled until next meeting.

9) Old Business – Long Term Agenda (Parking Lot List)

Shoreland Zone. Frank informed the Board that he had received an outline of proposed changes from Deirdre Schnieder of the D.E.P. that afternoon. The section was too lengthy to print copies for the Board.

Willie requested that the section be sent to the members of the Board. She suggested that it might be necessary to schedule a workshop of the matter.

Frank made a motion to adjourn the meeting. The motion was seconded and approved.

Meeting ended 8:58 p.m.

Frank C. Siviski, Secretary

Approved 10/10/2011

A signed copy is available at the Town Office.