

MINUTES
Town of Essex Planning Board
Organizational Meeting
January 18, 2018
7:00 p.m.

Call to Order

The Chair called the annual Organizational Meeting to order at 7:00 p.m. and led the attendees in the Pledge of Allegiance.

Attendance

Present: Catherine DeWolff, Anh Thu Cunnion, Davis Hislop, Jonathan Pribble, Thomas Stransky, Mark Walker, Cheryl Sprang, Secretary

Absent: Derrick Wrisley

Others present: Anita Shapiro, Lauren Murphy, Kevin DeLaughter

New Business

Welcome new members

Welcome Catherine DeWolff (Chair) and Anh Thu Cunnion to the Planning Board

Selection of Vice Chair

On a motion to nominate David Hislop as the Vice-Chair of the Town of Essex Planning Board by Chair DeWolff, seconded by Mr. Stransky, the motion carries by consent of the Planning Board, Aye-6 No-0 Absent-1 (Wrisley)

Recommend Cheryl Sprang as Secretary

On a motion to recommend Cheryl Sprang as the Planning Board Secretary for the year 2018 by Chair DeWolff, seconded by Mr. Hislop, the motion carries by consent of the Planning Board, Aye-6 No-0 Absent-1 (Wrisley)

Review By-laws

The Board decided to make some small changes to the By-laws:

On Item 4, page 4, under Proceedings, shall be changed to read “In the event that any member shall have an active or future personal or financial interest in a matter then before the Board, she/he shall disclose that interest and recuse him/herself from discussing or voting on the matter. The individual may not participate in the public comments on the matter.”

On Item 9, page 5, under Proceedings, shall be changed to read “No person other than the applicant or his/her official representative may address the Board during the Board’s

deliberations and vote on that application. Provision is provided at the end of each meeting for brief [three (3) minute maximum] public comments.

On a motion to adopt the changes made to the By-laws by Chair DeWolff seconded by Mr. Hislop, the motion carries by consent of the Board, Aye-6 No-0 Absent-1 (Wrisley)

Additional Discussion

- Mr. Stransky would like the board to do more Informal Work Sessions with potential applicants in the coming year. This would support a more complete application in advance of the monthly meeting.
- Mr. Hislop requests that Report of Zoning Officer is presented on a more consistent basis.
- Mr. Walker brought up Site visits. No board business may be discussed between board members at site visits but asking the applicant questions is permitted and encouraged. It was also discussed that individual members may do a site visits at their convenience.
- The schedule for planning board meetings was discussed and will remain as is.

Public Comment

None

Adjourn

On a motion to adjourn the Organizational Meeting by Mr. Stransky, seconded by Mr. Pribble, the meeting is adjourned at 7:17 p.m.

Respectfully submitted by

Cheryl Sprang
Secretary