

Planning Board Meeting Minutes

Zoom.us Remote Meeting
Wednesday February 2, 2022

A. Call to Order

Anthony Renzi, Chair, called the meeting to order at 7:00 PM.

B. Roll Call

Planning Board Members: Michael Carpenter; George Sackal; Warren Ducharme); David Paolissi; Anthony Renzi, Hilary Downes-Fortune.

Staff and Council present: Michael Antonellis, Planner; and Joanna Achille, Solicitor.

C. Approval of Minutes

Mr. Renzi asked for a motion to approve the January 19, 2022. Mr. Paolissi made a motion; Ms. Downes-Fortune seconded. Motion passed 7-0.

Mr. Renzi asked for a motion to approve the November 17, 2021. Mr. Paolissi made a motion; Ms. Downes-Fortune seconded. Motion passed 7-0.

D. Economic Development Survey;

Mr. Antonellis gave an overview of the current status of the survey and stated intentions to go live with the meeting soon. Mr. Antonellis had previously stated concerns regarding the design of the survey showing a brook/river as the background may give the impression that the board is seeking particular responses

Ms. Downes-Fortune stated that the design of the survey will likely not impact responses but suggested the board use a Foster specific image such as the covered bridge.

There was general discussion about the contents of the survey. Mr. Antonellis stated the survey will be advertised in the Foster Home Journal, sent out in an email through the clerk's office. Posted in the town hall and on the town website as well as any other outreach ideas that surface.

Mr. Sackal inquired as to how paper surveys would be entered. Mr. Antonellis stated that as the administrator of the survey he can enter the surveys into the program. Or, He can take the survey on behalf of the applicant and enter it onto the site as it was submitted while making note of the written survey. Written surveys and hardcopies to be provided at the Town Hall.

E. Discussion on Potential for Hiring Economic Development Consultant;

Mr. Antonellis stated that he has prepared to develop an RFP when the parameters are set and ready. Mr. Antonellis has already prepared a scope of work for proposed consultants.

Also that he is waiting for input from both the Town Council and the Planning board as a result of the joint meetings for an more specific duties to be included within the scope.

F. Discussion on potential for Overlay District to Support on Route 6;

There was general discussion by the board as to best foster appropriate growth and development along the route 6 corridor. This topic would also be explored by the economic development consultant.

G. Letter of Appreciation to Helen Hardy, former Planning Board member ;

The board discussed providing a thank you in the form of a gift to Helen Hardy. Ms. Downes-Fortune would take the lead on purchasing the gifts and would inform the board as to the types of gifts and the cost. Mr. Antonellis stated his office's budget could account for a certain amount of the cost.

There were suggestions by board members for trees, rocking chairs, a carved stone, and scholarships. Ms. Downes-Fortune would explore all options and confer with Mr. Antonellis.

H. Adjournment

Mr. Renzi asked for a motion to adjourn. Mr. Sackal moved, Ms. Mr. Paolossi seconded. Motion passed 7 – 0. Meeting adjourned at 8:00 PM.

Respectfully submitted,

Michael Antonellis, Planner