

**Town of Buckfield  
Planning Board Meeting Minutes  
November 6, 2024  
Buckfield Municipal Center, 1st Floor Meeting Room**

**CALL MEETING TO ORDER AND DECLARE QUORUM**

The meeting was called to order and a quorum declared 6:34pm.

Present: Vivian Wadas, Chair

Michelle Casey, Vice Chair

Erin Petrocelli, Secretary

Jeremy Petrocelli

John Petrocelli

Members of the public:

Wendy Turner, Resident

Azalea Cormier, Resident

**OLD BUSINESS**

**1. FOAA Training Requirement**

The Chair reminded the Board that members have 120 days to comply with FOAA Law; once members have completed training, return signed verification form to Town Clerk and retain copy for personal records; and to please inform the Chair once completed.

**2. 2021 Maine State Land Use Booklets**

Chair informed Board that Town Manager Hinkley has agreed to place an order for more booklets; no further discussion.

**3. Town of Buckfield Commercial Solar Energy Facility Moratorium Ordinance**

It was noted that this ordinance was approved by the voters on Oct 29, 2024; no further discussion.

**4. Glen Seigny Resignation from Planning Board**

It was noted that the Select Board approved Glen's resignation, with regret, at their meeting held on Oct 29, 2024; no further discussion.

**5. Maine Municipal Association (MMA) Planning Board Training**

Chair informed the Board that Town Manager Hinkley was looking into obtaining a recorded copy of the training from MMA; no further discussion.

**6. Planning Board Member Contact List**

Provided to members

## **7. Comprehensive Plan Review**

Chair clarified the difference between member review for ordinance development and Board responsibility to review and update/amend/ etc

## **NEW BUSINESS**

### **1. Approve October 23, 2024 Planning Board Minutes**

A motion was made by Erin to approve the corrected minutes. The motion was seconded by John. After a brief discussion the Board voted: Yes 5/ No 0, the motion carried.

### **2. Buckfield Citizen Questions**

The Board heard comments made by residents Wendy Turner and Azalea Cormier. A motion was made by the Chair to read the questions given to her by a concerned citizen who was unable to attend the meeting. Attached to these minutes is an additional page containing the concerned citizen's questions. The motion was seconded by Erin. Voted: Yes 5/ No 0, the motion carried.

### **3. Town of Buckfield Building Permit: BP 33-24**

A motion was made by the Chair for open discussion. The motion was seconded by Jeremy. Voted: Yes 5/ No 0, the motion carried. During the discussion the Board and residents simultaneously reviewed the Town Shoreland Zoning Map, The Comprehensive Plan and the maps included with the BP 33-24 approved Building Permit.

### **4. Town of Buckfield Ordinance Development**

A motion was made by Jeremy to table this until the next Planning Board meeting, Nov 20, 2024. The motion was seconded by Erin. Voted: Yes 5/ No 0, the motion carried.

## **OTHER BUSINESS**

1. A motion was made by the Chair to ask the Select Board to define and/or Chain of Command/Standard Operating Procedures for the Town's Code Enforcement Officer at their next meeting to be held on November 19, 2024. (Request to be sent via email by Erin.) The motion was seconded by Michelle. Voted: Yes 5/ No 0, the motion carried.
2. Meeting dates for December 2024/January 2025
  - a. A motion was made by the Vice Chair to schedule a meeting for December 4, 2024 and discuss the other December meeting at November 20, 2024 meeting. The motion was seconded by Erin. Voted: Yes 5/ No 0, the motion carried.
  - b. A motion was made by Chair to discuss January 2025 meetings at Dec 4, 2024 meeting. The motion was seconded by Jeremy. Voted: Yes 5/ No 0, the motion carried.

Note: Member Casey dismissed herself from the meeting at 7:50pm due to work obligations.

3. A motion was made by the Chair to extend the meeting ½ hour. The motion was seconded by Jeremy. Voted: Yes 4/No 0, the motion carried.

4. A motion was made by the Chair to table Other Business Agenda Item 2: Outline Working Calendar for Buckfield Commercial Energy Facility Ordinance until November 20, 2024 meeting. The motion was seconded by Jeremy. Voted: Yes 4/No 0, the motion carried.

5. The Chair motioned to adjourn the meeting at 8:10pm. The motion was seconded by Erin Petrocelli. Voted: Yes 4/No 0, the motion carried.

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Chair: Vivian Wadas

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Date Board Approved

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Vice Chair: Michelle Casey

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Date Board Approved