



MINUTES OF PLANNING BOARD MEETING

Monday, November 7, 2016

WINDSOR TOWN OFFICE

Note: These minutes may not be considered an official public record until such time as they are read and accepted by the Planning Board Members.

Members present: Carol Chavarie, Tom Squiers, Carolyn Perry, Scott Farwell, Jerry Nault, and Bill Appel

Members absent: none

Others present: Town Manager Theresa Haskell

Call to Order

The meeting was called to order at 7:00 p.m., by Chairperson Carol Chavarie.

Previous Meeting Minutes, Consideration & Action

Jerry Nault moved that the minutes from the August 1, 2016 Planning Board meeting be accepted as written. Carolyn Perry seconded, all approved, 6-0.

Public Comment—None.

New Business—Town Manager Theresa Haskell asked the Planning Board to discuss creating an electronic "changeable" sign ordinance for Windsor. The Windsor school and at least one local business currently have electronic signs, and the Town is considering getting one for the town office. Currently Windsor has no electronic sign ordinance, so these signs are regulated by state MaineDOT statute. The statute is quite restrictive, but states that a municipality may create its own ordinance, subject to notification to MaineDOT, that is less restrictive. The municipality is then responsible for the administration of the ordinance. The statute restricts where such a sign may be placed, unless a license is obtained from the Commissioner of the MaineDOT. Theresa agreed to look into obtaining a license from the MaineDOT for the town office's proposed electronic sign. Jerry Nault agreed to create a draft ordinance utilizing aspects of the MaineDOT statute and other town's sign ordinances.

Unfinished/Old Business

Planning Board Materials: Jerry Nault reported that there are over 75 subdivisions total. Now that a process has been put into place, Jerry suggests that the team organize 10 or 15 files at a time.

Adjournment

The meeting was adjourned at 8:25 p.m.

The next regular Planning Board meeting is scheduled for Monday, December 5, 2016, at 7:00 pm.

Respectfully Submitted,
Scott Farwell, Secretary