

APPROVED

1. Meeting called to order at 7:00 PM by chairman Scott Sanborn.
2. Attendance  
**Members Present:** Scott Sanborn (chairman), Albert Emerson, Sal Guadagnino  
Judith Lindahl, Karen McFarlane, Hilary Allen, Dorothy Heinrichs  
**Public:** Rosemary Hanness, Doug Weeks.
3. Minutes of the September 17th, 2019 meeting approved as printed. Judith moved, Albert seconded.
4. Old Business
  - A. Solar array regulations preliminary draft was sent by Scott via email. Discussion was tabled until further notice.
  - B. Policies and procedures for PB were discussed using Canaan's and State's policies and procedures as guidelines. Worked through Articles I, II, & III.
  - C. Tiny house discussion tabled until further notice.
5. New business
  - A. Doug weeks presented proposed revisions to Building Ordinance for Planning Board. PB offered recommendations for several changes before the proposed revisions were brought to the Select Board.
  - B. State Noise Status- Judith gave further information on state noise status. In essence, no action from town needed.
6. Other Business
  - A. Neil Atkins subdivision application due to the PB 21 days prior to next meeting.
  - B. Hilary to update the PB contact list with current members and email address.  
Clarification that emails are for information passing only, not for discussions.
7. Communications  
None
8. Comment/reports from other committees or members  
Scott updated the board that the sub-division application for Neil Atkins should still be on target for the November meeting.
9. Determine agenda for the next meeting on November 19<sup>th</sup>, 2019. Continue to work on policies and procedures. Review Neil Atkins subdivision application.
10. Public Comment:  
N/A
11. Scott called to adjourn meeting, Dorothy moved, Karen seconded. Meeting adjourned 8.13 PM