

**TOWN OF BROOKFIELD PLANNING BOARD**  
**Planning Board Meeting Minutes**  
**Monday, May 9<sup>th</sup> 2022**  
**APPROVED**

**Call to Order.**

The meeting was called to order at 7:00 PM

**Roll Call: Members, Alternates.**

Mr. Straz present, Mr. Ward present, Mr. Meyer present, Mr. Stratton absent, Ms. McMenemy present, and Mr. Zachar present.

Mr. Straz made the motion to nominate Ed Ingalls as an alternate. Mr. Ward seconded. (VOTE: 5-0-0). Mr. Zachar swore in Mr. Ingalls.

Mr. Straz asked Mr. Ingalls if he would fill the open member position for this meeting. Mr. Ingalls accepted.

**Public Present:**

Ed Ingalls, Bryan Berlind, Kristine Simone, Joanne Dolbear, Charles Dolbear, Peter Donnelly, Mark Stengel, and Ed Comeau.

**Public Comments**

None

**Announcements/Correspondence/Mail**

The Board received an email from Dianne Smith expressing her disappointment in not being allowed to participate in the April 28th Non-Public meeting. Susan Marquis dropped off a packet of DES wetland information for the Board to review.

**Review and possible approval of minutes: April 11 and 28, 2022**

Mr. Ward made the motion to accept the April 11 minutes as presented. Mr. Meyer seconded. (VOTE: 5-0-1) Mr. Straz made the motion to accept the April 28 minutes as presented. Ms. McMenemy seconded. (VOTE: 4-0-2)

**Continuation of Public Hearing - Simone subdivision application at Wentworth and Lyford Roads (Tax Map 18, Lot 20)**

The Board continued discussion on this subdivision application. Mr. Berlind indicated they submitted a driveway permit application to the State for the proposed lot on Lyford Rd, but have not received it yet. There was discussion around the size of the building site on the proposed 5 acre lot. Mr. Dolbear presented to the Board a DES complaint he submitted regarding a culvert on the property.

Mr. Meyer made the motion to approve the plan as presented, with the requested waiver for drawing scale. Ms. McMenemy seconded. (VOTE: 6-0-0)

The Board signed the mylar and concluded the hearing at 7:39 PM.

### **New Business**

The Board reviewed the amended Zoning Ordinance and signed the document. Mr. Straz will have the document notarized by the Town Clerk and upload to the town website.

The Board discussed zoning/regulation updates for 2022 and came up with this list:

- Revise Subdivision Regulations and update Zoning Ordinance 3c to include “Approved”.
- Update Zoning Ordinance setbacks in Cedar Park.
- Home based business
- Revise Zoning Ordinance to remove list of non-permitted uses.

The Board discussed Gravel Pit inspections and Mr. Meyer will send out notifications to owners.

### **Member Comments**

Mr. Ward inquired about the Master Plan.

### **Set next meeting date**

The next meeting is June 13, 2022.

### **Adjournment.**

Mr. Straz adjourned the meeting at 7:50 PM

Respectfully submitted for approval at the next Planning Board meeting,

Tim Straz - Chair

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John Meyer - Vice Chair

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Rich Zachar - Selectman Rep

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Terry Ward

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Kerry McMenamy

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Gus Stratton