**PLANNING BOARD MINUTES for Liberty, ME**

1. **MEETING DETAILS:**

Chairperson: Steve Fountain

Co-Chairperson: Betty-Lu Davis

Secretary: Kate Meadows

Date: **June 9, 2022**

Time: 7:00 pm

Location: Overlock Room

 Town Office, 7 Water Street, Liberty, ME 04949

1. **ROLL CALL:**

The C0-**Chairperson** called the meeting to order at 7:03 pm.

**Members in Attendance:** Betty-Lu Davis, Kristine Gorman, Francis Stewart

**Members Absent:** Steve Fountain. Carol McGovern

**Alternate Members Present:** **Absent:** John Morris

**Staff Present:** Kate Meadows, Secretary **Absent:** Don Harriman, CEO

1. **CALL TO ORDER:**

**Previous Meeting Minutes:** There was a motion by Kristine Gorman to approve the meeting minutes of the previous meeting on May 12, 2022. The motion was seconded by Francis Stewart. The Board adopted the minutes with 3 votes.

1. **APPLICATIONS / CORRESPONDENCE / ACTIVITY:** None

**CEO Report on Shoreland Zone Activity:** No report

1. **PUBLIC:** No one in attendance
2. **OLD BUSINESS:**
	1. Town website has been updated to show increased fine for “after-the-fact permit” but does not show the training also required.
3. **NEW BUSINESS:**
	1. Carrie Mancini will the new PB alternate member, will need to be sworn in by Select Board prior to next PB meeting.
	2. Kate Meadows inquired as to having town office maintain a logbook for all Intent to Build Notifications, Shoreland Permit Applications, etc. so information is central. Also suggested that there be a PB monthly report on all essential transactions, including notices submitted, permits granted or denied, variances granted or denied, revocation actions, revocation of permits, appeals, court actions, violations investigated, violations found, and fees collected.
4. **ADJOURNMENT:**

There was a motion by Betty-Lu to adjourn the meeting at 7:11 pm. The motion was seconded by Francis. The Board approved the motion with 3 votes.

The NEXT regularly scheduled meeting is **Thursday, July 14, 2022** at 7:00 pm. The draft minutes for the June 9, 2022 Planning Board meeting will be adopted at the July 2022 meeting.

Draft minutes submitted by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Kate Meadows

Approved by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Steve Fountain