

**YARMOUTH PLANNING BOARD MINUTES**

November 9, 2022

**I. CALL TO ORDER**

Wendi Holden called the meeting to order at 7:00 PM.

**II. ROLL CALL OF MEMBERS**

**PRESENT                  ABSENT**

Wendi Holden, Chair	X	
Janet Hansen, Vice Chair	X	
Andrew Bertocci	X	
Hildy Ginsberg	X	
Mary Lynn Engel		X
Jerry King	X	
Ian Cromarty	X	

**OTHERS**

- Erin Zwirko, Director of Planning & Development
- Julie Dubovsky, Assistant Planner
- Wendy Simmons, Administrative Assistant, Recording Secretary

**III. APPROVAL OF MINUTES**

Upon a motion duly made by Janet Hansen, seconded by Hildy Ginsberg and carried by a roll call vote of 6-0 the minutes of the October 12, 2022, meeting were approved.

**IV. COMMUNICATION**

Erin Zwirko gave the following update:

- Chase Bank received their Traffic Movement Permit from Maine DOT. The approval included recommendations for improved circulation on Route 1 and advanced detection at the traffic signal.
- All Planning Board members attended the site visit at 90 Main St. on 11/4 or were able to stop by on their own to see the proposed layout of the site. 90 Main St. will be submitted a second Preliminary application to the 12/14 Planning Board meeting.
- A draft of inclusionary zoning was presented to the Town Council. They are expected to send to the Planning Board for review and additional public engagement.
- The Town Visioning process in preparation for the Comp Plan noted some key themes: housing affordability, continued historic identification and support, support for Main St. and the Village Center, continued creation of walkability and bike friendly areas and improving connectivity. Four Community Values emerged:
  1. Maintaining a natural environment
  2. Creating a connected community
  3. Recognition of history and culture
  4. Being a welcoming and inclusive town

Throughout the comprehensive planning process, the Vision Statement will be continually reviewed to ensure it is still consistent with the ongoing

engagement. It will not be final until it is approved by the public, the Planning Board and The Town Council.

- North Star Planning was chosen as the consultant to help develop the Comp Plan.

**V. PUBLIC HEARING ITEMS**

**A. OLD BUSINESS:**

None

**B. NEW BUSINESS:**

**1. Action Item: Capital Improvement Plan; Consultation and Request for Endorsement of the 5-Year CIP, FY 24 – FY 28. Yarmouth Town Charter, Article V. Sec 10. Capital Program.**

The Planning Board, in consultation with the Town Manager and designated member(s) of the Town Council, shall prepare and submit to the Town Council, annually, a five-year capital program at least 120 days prior to the beginning of each budget year. The capital program shall contain such information as the Town Council may, from time to time, designate by order. The Town Manager will present the CIP for the Board's consideration, consultation, and endorsement. The Board may endorse the CIP as submitted or continue its involvement in the CIP in further meetings. Public Comment will be taken and the Board will vote on a motion to endorse the CIP as submitted.

Nat Tupper, Town Manager presented the Capital Improvement Plan.

The Capital Improvement Plan is a 5 year plan that is updated annually to identify what is important to the Town and what they want to support. It identified areas of concern, areas of opportunity proposes organization and structural changes. It is not a budget; but does require financial support. Main sources of funding are: capital reserves from the annual budget and dedicated revenues, lease/purchase agreements, long term dept, grants, gifts, partnerships, trust accounts, the TIF and the sale of assets. Areas of focus in this years CIP are: Climate action, affordable housing, river restoration, harbor dredging, open space and land acquisition, coastal bluff erosion, harbor and water access, phase 2 at the town garage, property revaluation program, parks and playgrounds. Financial imperatives include a new fire truck, fire department radio tower replacement, repair of the Davis Landing Bridge, repair of the Royal River Pump Station, repair of the Harbor pump station, improvements to the community center, extension of the Beth Condon Path, closure of the landfill, rails to trails research and continued implementation of the Main Street master plan. There are also many secondary items to consider including the Comp Plan, zoning audits, affordable housing, reconnecting the waterfront, climate action, library improvements, Wyman Station planning and Town wide staffing shortages.

Chair Holden opened to public comment.

No public comments.

Public comment closed.

Approved: 12/14/22

The Board discussed the CIP priorities and had their questions answered. They further discussed how to better engage the community and receive input. They decided to include this item on the 12/14 agenda to continue the conversation.

The motion was made by Jerry King to table the CIP for a vote to the 12/14 meeting. Seconded by Janet Hansen and carried by a roll call vote of 6-0 (Engel absent).

### **ADJOURNMENT**

With no objection, the meeting adjourned at 8:20 PM.

Respectfully submitted:

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Wendy Simmons, Administrative Assistant, Recording Secretary