

## 10/20/2022 - Minutes

### 1. CALL TO ORDER

Call to order 6:35

### 2. ROLL CALL

Mark Haynes (City Council), Charlie St Clair (Planning Board) Bruce Cheney (City Council), Scott McWilliam (Planning Board), Stacy Soucy (Planning Board), Jane LaRoche (Zoning Board)

### 3. RECORDING SECRETARY

#### 3.I. Recording Secretary

Sheena Duncan, Zoning Planner Technician

### 4. STAFF IN ATTENDANCE

#### 4.I. Staff In Attendance

Dean Trefethen, Director of Planning and Development

Sheena Duncan, Zoning Planner Technician

### 5. ACCEPTANCE OF MINUTES FROM PREVIOUS MEETINGS

#### 5.I. Acceptance Of The 10/13/2022 Minutes

Motion by S. McWilliam to approve the minutes as presented. Seconded by J. Laroche, all in favor.

### 6. PUBLIC INPUT

There being none to be heard, the Committee went directly to discussion or the scoring criteria.

### 7. OVERVIEW, SCORING, AND RESPONSIBILITIES

Committee discussion about scoring criteria, and review of the guidelines.

### 8. REVIEW OF SCORING PROCESS

### 9. OTHER BUSINESS

There was additional discussion regarding the concept of the creation of a Capital Reserve Fund- brought to the Board's attention by the Fire Department, Police Department, and Department of Public Works presentations. B. Cheney expressed interest in additional grant seeking, and lease purchase options for larger purchases. The Committee discussed the importance of the tax cap, and how the findings from the program would be used for future decision making.

### 10. ADJOURNMENT

Motion by S. McWilliam for adjourn, seconded by B. Cheney. All in favor.

Adjourned 7:40PM.