**Town of Otisfield**

**Planning Board Meeting**

**Town Office Annex**

**October 10, 2023**

**Minutes**

1. The meeting was called to order at 7:02 by Chair - Scott Arn
2. **Attendance:** Chair—Scott Arn, Vice Chair—Stan Brett, Herb Olson, John Ywoskus, Sarah Burnham, Brendan Bedell—Alternate
3. **Announcement of Quorum:** Board has Quorum
4. **Approve Secretary’s Report:**
   1. Review Fields of faith planning board site visit minutes 6.13.23, Fields of faith findings of facts and planning board minutes from 6.13.23, Motion to accept all H. Olson/B. Bedell - Unanimous.
5. **Discussion & Comments from the Public:**
   1. None.
6. **Residence-Based Business Applications:**
   1. None.
7. **Shoreland Zoning Applications:**
   1. None.
8. **Miscellaneous Applications:**
   1. None.
9. **Subdivision Applications:**
   1. None
10. **Upcoming Dates:**
    1. Planning Board Regular Meeting November 14, 2023
11. **Discussion & comments from Code Enforcement Officer:**
    1. None.
12. **Discussion & comments from the Board:**
    1. Communication with board members: The Board agrees to texting communication when needed.
    2. Ammend Town of Otisfield Planning Board Policies: Add “ A Regularly scheduled meeting may be cancelled when there is no new business but the board will always meet at least one time every two months. “ to line one (see attached policy) **\*Motion to accept new policy B. Bedell/S. Arn - Unanimous.**
13. **Unfinished Business:**
    1. None.
14. **Adjournment:**

**\*Motion to adjourn at 8:11 PM. J. Ywoskus, S. Burnham - Unanimous.**