

**Town of Hartford
Planning Board Meeting
October 7, 2024
Approved Minutes**

Present: Margaret Matthews, Dan Larochelle, David Theriault and Don Perrone

Attending: Ms, Bailey Roe Johnson

The meeting convened at 7:00 PM

The Minutes for the September meeting were read and accepted.

CEO Report: The board briefly discussed the CEO report noting an increase in the number of complaints received.

Website: Based on her expertise in the field, Ms. Johnson discussed options for electronic storage of PB records. Topics included the advantages and disadvantages of using the town's Weebly system as well as other possibilities. The system should make the records publicly available while being secure from unauthorized changes (hacking). It would be desirable to have the program usable by other town groups/boards and interface with the town's current systems.

She recommended that the group first develop a project plan, then explore programs that might meet the board's needs.

Comprehensive Plan: Margaret Matthews, as chair of the PB, will be on the town's comprehensive plan committee.

Application of Scott and Dorothy Wisdom Map U7 Lot 18: At the September meeting the board decided that it did not have sufficient information about the intended work for it to make a determination, Accordingly, Ms. Wisdom had her contractor provide additional information to clarify the proposed project. The board subsequently received a drawing from the contractor. The PB noted that the drawing called for the retaining wall to be 4 feet which is above that allowed by the ordinance. In addition, the board still had several questions regarding the proposal. For that reason, the board denied the application.

Forms: The chair provided an updated "Finding of Fact" form to assist the board in its review of applications which the board voted to approve. The board also voted to add a space on the Shoreland Zoning Application for the applicant's e-mail address.

The meeting adjourned at 9:12

