

Selectmen's Department Head Meeting & Work Session
Monday, December 4, 2017

Chairman Morgan called the Work Session to order at 3:30 PM. This meeting was held in the upstairs conference room at Town Hall. Present were Selectmen Richard Morgan, Robert Freeman, and Sandra Martin, and Ellen White, Town Administrator, who recorded the minutes. Also present was Steve McConarty, Zoning Enforcement Officer.

Department Head Meeting:

Discussion took place on the new requirements being put in place by Westward Shores Camping Area & Resort as a result of meetings held with the Town and FEMA. Morgan discussed the stipulation that no permits will be issued in the campground without the consent of the campground. Further discussion took place on conformity with FEMA regulations.

McConarty presented proposed changes to the Zoning Ordinance including a requirement for a building permit on all projects, while the fee will be waived for residents on their primary home, for any project less than \$2,500.00.

Other proposed changes include adding to the accessory definitions section to include that temporary structures must comply with setbacks. Discussion took place on tents/campsites and setting an allowable timeframe and permitting requirements. Additional discussion took place on septic system requirements and grey water disposal. A current court case regarding an illegal temporary structure was also discussed.

The proposed update to the Zoning Ordinance with noted changes will be presented to the Planning Board tomorrow evening.

Review of Red Folders, Accounts Payable and Payroll Manifests:

The Accounts Payable Manifest, Red Folder and Water & Sewer Red Folder were reviewed.

Being no further input, the work session was adjourned.

Adjourned at 4:03 PM.

Richard H. Morgan, Chairman

Robert C. Freeman

Sandra P. Martin

To be approved 12/11/2017