

**Town of Gouldsboro  
December 3, 2024  
Planning Board  
Meeting Minutes  
Gouldsboro Town Office**

**Board Members present:**

Ray Jones, Chairman  
Deirdre McArdle, Secretary  
AJ Higgins  
Shepsi Eaton  
Jeff Grant  
Deb Bisson, Alternate  
Jed West, Alternate

**Board Members absent:**

**CEO:**

Mike Connors was absent

**Number of Guests**

There were no guests

**ZOOM Guests:**

Zoom was not available

**1. Approval of minutes from August 6, 2024**

Approved as written YES [ ] NO [ ]

Approved as amended YES [X] NO [ ]

A motion to approve the minutes was made by Shepsi Eaton, was seconded by A. J. Higgins and passed unanimously.

**2. Approval of bills**

There are no bills.

**3. CEO report**

CEO Mike Connors provided the following written report:

12/2/2024  
CEO REPORT

- Francis Pound Rd.- Scheduled work completed
- 725 Paul Bunyan Rd.- Homeowner plans to terminate existing contract with builder and start legal proceedings. Legal counsel still pursuing abutting land acquisition.
- Illegal Subdivision- Lucinda's Lane- Will provide landowner with subdivision application and explain the process involved with creating a subdivision and what is required for their pre-application meeting.

4 permits issued from 11/19/24 - 12/2/24 with no new residences

Permit #	Date	Name	Location	Shoreland	Type
24-96	11/20/24	James Hassard	6 Jonathan's Landing	no	deck
24-97	11/20/24	Melynda Beal	217 Main Street	no	shed/demo/container
24-98	11/22/24	Chase Breyan	233 Route 1	yes	timber harvest
24-99	11/25/24	Susan Weiss	143 Lighthouse Point Road	yes	Shoreline Stabilization

#### **4. Old Business**

##### **A. Miscellaneous**

The Comprehensive Plan Committee Chair, Deb Bisson, gave a brief report of the committee's progress. She stated that there are 8 members. The committee will present the plan to the Select Board on December 19<sup>th</sup>. They have been working with the Hancock County Planning Commission (HCPC) and incorporating their ongoing additions. Though nearing completion, this has prolonged the process.

##### **B.) Other**

#### **5. New Business**

##### **A) Miscellaneous**

A conversation took place regarding clarification of the responsibilities of the Planning Board and the Code Enforcement Officer (CEO) respectively. The following statement by Agnieska Dixon of Drummond Woodsum, from an email shared by the Town Manager, Josh McIntyre, was discussed.

“The CEO’s principal responsibilities are typically to enforce the land use ordinances of the Town and issue building permits. In contrast, the Planning Board’s responsibilities are limited to

those items specifically assigned to them in the Town's ordinances—namely, (1) to review and issue site plan and subdivision approvals, (2) to review and issue permits for certain activities in the shoreland zone, as set forth in the shoreland zoning ordinance, and (3) to review proposed amendments to the land use ordinance and make recommendations to the Select Board about whether or not to present such amendments to the voters.”

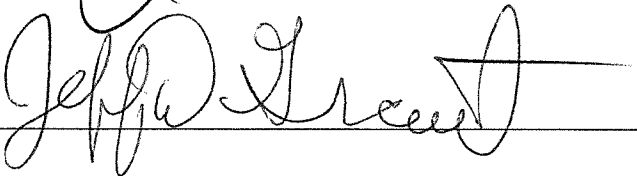
**Next Planning Board Meeting: December 17, 2024**  
**Public hearing pond woods subdivision 1/19**

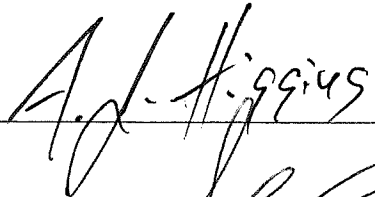
A.J. Higgins made a motion to adjourn, and Shepsi Eaton seconded. The meeting Adjourned at 6:35 p.m.


Respectfully submitted:

Deirdre McArdle, Secretary 

Chairman, Ray Jones 

Vice Chairman, Jeff Grant 

A.J. Higgins 

Steven Shepsi Eaton 

Alternate, Deb Bisson \_\_\_\_\_

Jed West, Alternate (seated) \_\_\_\_\_