

**TOWN OF SALEM  
PLANNING & ZONING COMMISSION  
REGULAR MEETING MINUTES  
TUESDAY, MARCH 27, 2018 – 7:00 P.M.  
SALEM TOWN OFFICE BUILDING**

**PRESENT**

Joseph Duncan, Chair  
Vernon Smith, Vice Chair  
John Gadbois, Secretary  
Margaret Caron  
Ruth Savalle  
Eric Wenzel  
Terri Salas, Alternate (*seated*)

**ABSENT**

David Miller  
Diba Khan-Bureau, Alternate

**ALSO PRESENT**

Town Planner Kate Rattan

**CALL TO ORDER**

Chairman Duncan called the meeting to order at 7:00 p.m.

**PLEDGE OF ALLEGIANCE**

*Alternate Member Commissioner Terri Salas was seated for Commissioner Miller.*

**PETITIONERS/PUBLIC COMMENT:** *none*

**PUBLIC HEARING:** *none*

**APPROVAL OF MINUTES OF PREVIOUS MEETING(S):**

Regular Meeting Minutes: March 20, 2018

**M/S/C: Smith/Caron, to approve the Regular Meeting Minutes of March 20, 2018. Discussion: None. Voice vote, 5-0-2. Voting in Favor: Commissioners Caron, Salas, Savalle, Wenzel, and Duncan. Voting in Opposition: None. Voting in Abstention: Commissioners Gadbois and Smith.**

**OLD BUSINESS**

**A. POCD Implementation** – *no discussion*

**B. Temporary Healthcare Structures**

Chairman Duncan reminded the Commissioners regarding the Public Hearing on Tuesday, April 24, 2018, reviewed the process and approval procedure, and requested that the Commission review and familiarize themselves with the State Statute.

**NEW BUSINESS:**

**A. Fill Alternate Vacancy**

Commissioner Smith introduced and presented a brief background of Ray Gionet, a candidate to fill the vacancy as an Alternate Member of the Commission left by Commissioner Miller. Mr.

Town of Salem Planning & Zoning Commission Regular Meeting Minutes  
Tuesday, March 27, 2018

Gionet, a former member of the U.S. Navy, comes armed with a thorough understanding of building plans and prints and is experienced in electrical and welding work. A humble, clear and careful thinker with a thorough and analytical mind, he would be a valuable asset/addition to the Commission.

**M/S/C: Smith/Salas, to nominate and appoint Ray Gionet to fill a vacancy as an Alternate Member of the Planning & Zoning Commission. Discussion: None. Voice vote, 7-0, all in favor.**

**B. Regulation Re-write**

Chairman Duncan proposed the possibility of re-writing the Town's current Regulations, eliminating the inconsistencies and repetitions and clarifying and condensing those sections that might be considered confusing or cumbersome as well as updating any dated information and revising the formatting of some of the sections. The overall goal of the re-write is to create a set of regulations that is direct, concise, understandable, and readable. He requested the Commissioners review the regulations and present their thoughts at their second Regular Meeting in April.

The Commission's Tuesday, April 17, 2018 Regular Meeting will be canceled.

**ENFORCEMENT OFFICER'S REPORT/INLAND WETLANDS AND CONSERVATION COMMISSION REPORT:**

**ZWEO Report** – *none*

**Town Planner Report**

The Town's Senior Citizen Liaison Pam Henry has submitted the necessary paperwork to the Federal and State Government for two grants to help fund additional transportation options for seniors and disabled individuals. The programs are known as 5310, which provides capital funds for mini and regular buses and vans, and a 50/50 Municipal Matching Grant Program.

**CORRESPONDENCE:** *none*

**PLUS DELTAS:**

Chairman Duncan requested that a Public Comment section be added to both the beginning and end of their future Agendas.

Commissioner Smith acknowledged the loss of Selectman Stuart Gadbois, who served on a number of Boards and Commissions and was a great asset to the Town. A very special citizen whose kind and generous spirit has contributed to shaping the Town to what it is today. He expressed his appreciation and offered their heartfelt respect and prayers to the Gadbois family. He will be greatly missed.

**ADJOURNMENT:**

**M/S/C: Smith/Caron, to adjourn the meeting at 7:22 p.m. Discussion: None. Voice vote, 7-0, all in favor. Meeting adjourned.**

Respectfully Submitted by: Agnes Miyuki, Recording Secretary for the Town of Salem