

## Town of Washington

### Planning Board Summary

April 13, 2021

Attendance: Sarah Collins, Deb Dean, Erick Anderson (Alt.), Steve Ocean (Chair), Jesse Casas, Kate Grinnell

Absent: Corey Fortin (CEO Assist.)

Meeting is called to order at 7:00 pm

Welcome to new member Erick Anderson, brief introductions for all in attendance were shared as the Planning Board has had several new members recently.

Sarah Collins motioned to approve the March summary, Kate Grinnell 2<sup>nd</sup>. All in favor, none opposed, March summary is approved.

The Board reviews the existing procedural bylaws for editing and will be up for discussion at a public hearing scheduled for May 11, 2021.

The proposed edits are combining the duties of Vice Chair and Secretary, adding the provision that agendas be made available a minimum of 7 days prior to meeting along with pertinent documents, and changing the date to vote on officers on the first meeting of the scheduled year.

These change requests have been sent to the Town Clerk and the document is ready for public review.

Steve Ocean and Kate Grinnell have enrolled in a workshop that will assist in performing the duties of Board members. The document from the course will be presented to the members who were unable to attend at the meeting in May.

Erick Anderson has suggested contacting Mary about any available guidance that might help shape a new virtual voting/attendance policy going forward.

Steve Ocean as the most senior member has volunteered to do the first round as Chairman. Jesse Casas will allow his term to expire but continues to be active within other town committees. The Town thanks Jesse Casas for his service as this is his last meeting with the Planning Board.

Meeting adjourns at 7:40 pm.

Respectfully submitted,  
Kelly Hassanein