

**TOWN OF TUFTONBORO  
PLANNING BOARD  
May 18, 2023  
7:00 PM  
Town Offices, 240 Middle Road**

**MINUTES**

**Members Present:** Gary Qua, Chair; Carol Bush, Vice Chair; Tony Triolo, Member; Kate Nesbit, Member; Bob Murray, Selectmen's Representative, Anthony Mirando, Alternate Member;  
**Members Absent:** George Maidhof, Member; Laureen Hadley, Member; Matt Young, Alternate Member  
**Staff:** Susan Burnside  
**Members of the Public:** Mikko and Isabelle McDonald, Melvin Village

7:00 PM Call to Order

**I. Public Comment – none**

**II. Administrative:** Gary asked for a motion to designate Anthony Mirando, Alternate Member to sit as a full member at this meeting in place of George Maidhof, who was unable to attend this meeting. Carol so motioned and Kate seconded. The motion passed.

**III. Approval of Minutes – April 20, 2023.** Gary asked for a motion to accept the minutes with the discussed edits. Tony so motioned and Kate seconded. All were in favor and the motion passed. The minutes were accepted with the discussed edits.

**IV. Discussions:**

- a. Site Plan Review/ Subdivision Regulations Amendments** - The Board reviewed the amended language that was discussed and agreed upon at the April 18, 2023 Planning Board meeting. The Board presented these amendments at a Public Hearing during this Planning Board meeting. The Board again reviewed the amendments to both sets of regulations. The Board requested minor edits to the Site Plan Review Regulations to clarify the amount of disturbed land that would require a preliminary consultation. Gary asked Board members if they had any further comments or questions regarding these amendments. There were none.

Gary asked for a motion to open the public session. Tony so motioned and Carol seconded. All were in favor. Gary asked the public for questions or discussion about the amendments. There were none.

Gary asked for a motion to close the public session. Tony so motioned and Carol seconded. All were in favor and the motion passed.

Gary asked for a motion to adopt the amendments with the edits as discussed. Kate so motioned and Carol seconded. The motion passed.

The amended Site Plan Review Regulations and the Subdivision Regulations will be printed and distributed appropriately. These documents will be available for public review on the Planning Board page of the Town website and on the bulletin board in the Planning Board office.

- b. Amendments to Rules of Procedure** – The Board reviewed the amended language that was discussed and agreed upon at the April 18, 2023 Planning Board meeting. The Board presented this amended document at a public hearing at this meeting. The Board again reviewed the language and agreed that this amendment was appropriate and should be adopted. Gary asked the Board if they had any further questions. There were none. Gary asked for a motion to open the public session. Tony so

motioned and Carol seconded. All were in favor and the motion passed. Gary asked the public if they had any questions. There were none. Gary asked for motion to close the public session. Tony so motioned and Bob seconded. All were in favor and the motion passed. Gary asked for a motion to adopt the amended Rules of Procedure document. Anthony so motioned and Tony seconded. All were in favor and the motion passed. This document will be available for public review on the Planning Board page of the Town website and on the bulletin board in the Planning Board office.

- c. **Master Plan 2022 – Implementation Plan for Items in Chapter 8.** At the April 18, 2023 Planning Board Meeting, Gary discussed creating a subcommittee to develop an implementation plan for action items in the 2022 Master Plan. Gary explained that he would like Anthony to head this subcommittee, which would be tasked with engaging others from the Town boards and community members with relevant interest/expertise in the topics being addressed. Gary noted that, at this time, the exact composition and mission of the subcommittee is being developed; therefore, the establishment of this subcommittee serves as the starting point. Gary asked for a motion to create this subcommittee. Carol so motioned and Kate seconded. All were in favor and the motion passed. Gary then asked for a motion to appoint Anthony to head this subcommittee. Tony so motioned and Kate seconded. All were in favor and the motion passed. Anthony accepted this appointment. The Board agreed that Anthony will inform the Board and obtain Board approval of his recommendations for non-Planning Board people to serve on the subcommittee. Bob will inquire if non-Planning Board people added to this subcommittee need to be sworn in by the Town Clerk.
- d. **Short Term Rentals** – Although Short Term Rentals was on the agenda for this meeting, Gary decided to postpone any further discussion pending the receipt of more information from the Planning Board attorney.

Respectfully submitted by Susan Burnside