

**TOWN of PATTEN**  
**P.O. Box 260**  
**Patten, Maine 04765**

**Planning Board**  
*at the Lumbermen's Museum*

**Minutes: April 18, 2024**

1. Call to Order: 4:30 PM
2. Attendance: Ron Blum, Joel Fitzpatrick, Kent Smallwood, Kristen Wittine  
Guests: Janice Dancer, Jay Kamm
3. Review of Agenda – added review of letter in support of Rural Infrastructure Road Project
4. Review of minutes of March 21 meeting – motion, Kristen, second Joel; approved without correction.
5. Report of Board of Selectmen April 2 meeting
  - a. Presented Tiny Home and Holding Tank ordinances
  - b. Discussion of Comp. Plan subcommittee – to include Janice Dancer, Town Manager, and Rae Bates, with rest of members selected by Planning Board for a total of 10.
6. Old Business – Approach to updating the Comprehensive Plan  
Jay Kamm of No. ME Development Corp:  
Freewheeling discussion with Q & A included the following issues:
  - Our current Plan sets us in good stead for revision, timing is fine
  - First identify goals, then policies and strategies and work backwards
  - Note changes in State regs, e.g. housing (e.g LD 2003), climate
  - No changes in Growth Management issues
  - Anticipate Data Packet from Dept of AG by Fall (already requested) – Jay can supply some data sooner
  - Major focus (esp. granters and govt.) is Climate change effects
  - Next is Capital Improvement
  - Plan is ours, should reflect public opinion, encourages public meetings to elicit consensus, e.g. roads, policing, recreation, Natl Monument
  - Encourage regional coordination, e.g. like school district

- Plan is not a legal document, except Land Use section. Latter must be consistent with “Growth Management Act.” currently undergoing revision by legislature. Behoooves us to complete before revision enacted.
- NMDC can be engaged to write some sections, e.g. Demographics and Transportation Sections
- Mandatory review of Plan by Dept of AG, reply with suggestions within 45 days of submission
- Plan can just reference (or link to) other plans of the town, not needed to reiterate them, e.g. Hazard Mitigation
- He will provide a menu of NMDC services we can purchase, est. \$10-15,000
- He will provide some model wording, i.e. Fiscal Capacity section
- He advised it would be prudent to include EV charging capacity in Plan

7. Other Business:

a. Subcommittee for Comprehensive Plan – identified members to date:

(1)Town Manager, (2)Janice Dancer, (3)Rae Bates

(4)Craig Greenier, (5)Kristen Wittine

(6)Dewey Loft, (7)Nate Richardson, (8)Brittany Arbo

Janice advised that 8 members was adequate rather than 10 previously noted.

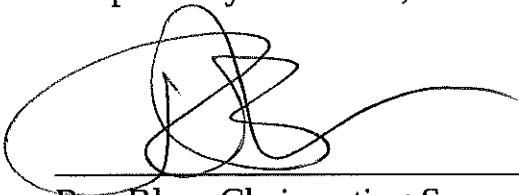
List will be submitted to Board of Selectmen for approval

b. Letter in support of Rural Infrastructure Road Project application to Senators Collins and King, drafted by Janice for the Town, was reviewed, edited and all voted to approve signing and submitting revised version.

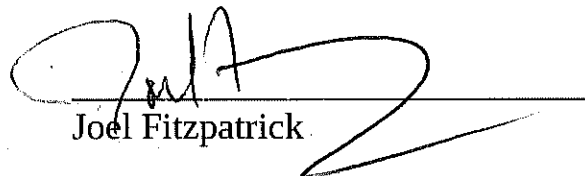
7. Next Regular meeting: May 16, 2024, at Lumbermen’s Museum, 4:30 PM

8. Adjourn 5:58 PM

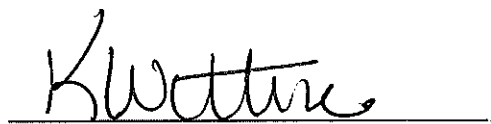
Respectfully submitted,



Ron Blum Chair, acting Sec.



Joel Fitzpatrick



Kristen Wittine

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Planning Board Minutes  
May 16, 2024

1. Call to Order - 4:30 PM
2. Attendance: Ron Blum, Dennis Brackett, Joel Fitzpatrick, Les Hill, Kent Smallwood,  
Kristen Wittine. Craig Greenier - excused  
Guest: Gail Albert
3. Review of Agenda – no changes
4. Meeting with Selectmen, May 14, by Kristen: Update report well received, no issues raised.
5. Old Business
  - a. Subcommittee on Comprehensive Plan – Nominees approved. Awaiting scheduling of first meeting.
  - b. Tiny Home Ordinance – The previously completed draft was returned by the Board of Selectmen for approval of the latest format. However the Town Manager pointed out that Section 6.3 mandated connection to the public sewer where available. That reportedly is in conflict with our current Sewer Ordinance and thus could not be enacted.  
After lengthy discussion it was agreed that the Section would be rewritten to refer to the Sewer Ordinance.
  - c. Holding Tank Ordinance – The previously completed draft was returned by the Board of Selectmen for approval of the latest format.  
Motion made by Kristen and seconded by Dennis to approve the reformatted version. Passed unanimously  
To be forwarded to the Board of Selectmen with today's date of Planning Board approval.

6. New Business

a. Sidewalk and Vehicle Snow Removal Ordinance - A two-page long apparent Draft was read and found fraught with issues and inconsistencies. Need for all or parts of this Ordinance was questioned, noting State Statute 3658.

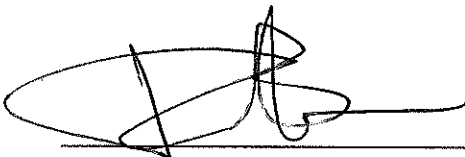
Action was tabled pending inclusion of Town Public Works Manager in discussion.

b. Emergency 911 (E911) Ordinance – A three-page long apparent Draft was briefly reviewed. It was suggested that State regulation mandated such an Ordinance. Action was tabled pending review of the State sample Ordinance.

7. Next Regular Meeting – June 20, 2024, at 4:30 PM **at the Town Garage.**

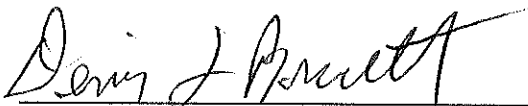
8. Adjournment 5:51 PM

Respectfully Submitted,

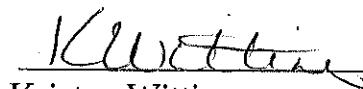


Ron Blum, chair

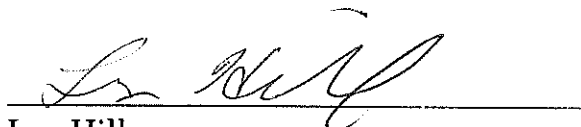
Joel Fitzpatrick, Vice-chair



Dennis Brackett



Kristen Wittine



Les Hill

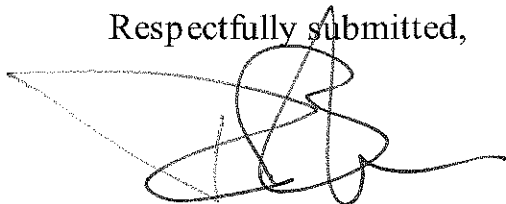
**TOWN of PATTEN**  
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MINUTES, PLANNING BOARD  
June 20, 2024

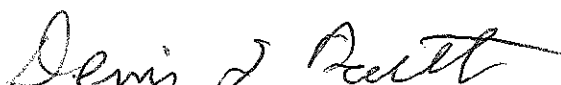
1. Call to Order 4:35 PM at Patten Lumbermen's Museum
2. Attendance: Ron Blum, Dennis Brackett, Les Hill, Kristen Wittine  
Guest: Gail Albert  
Noted resignation of Craig Greenier. Seeking suggestions for replacement.
3. Review of Agenda – add prioritizing topics for Board consideration
4. Minutes of May 16 meeting – Motion to approve by Kristen, 2<sup>nd</sup> by Les. Passed.
5. Report of June 12 meeting with Board of Selectmen. Uneventful. Accepting of proposed change to Tiny Homes Ordinance.
6. Subcommittee on Comprehensive Plan - Had first meeting, primarily organizational. Seeking additional member, ideally from Patten, as Craig Greenier withdrew. Kristen is our liaison; Ron will follow progress.
7. Tiny Homes Ordinance: Reviewed replacement language for Section 6.3:  
  
“Wastewater disposal is required for all Tiny Homes located in the Town of Patten. Permit applicant is referred to the Patten Sewer Ordinance for relevant regulation and procedures.”  
  
Approved unanimously upon motion by Kristen and second by Dennis.  
Refer back to Board of Selectmen.
8. Snow Removal Ordinance – Gail had spoken with Kevin and issues still not clear. Will discuss with Board of Selectmen to determine their interest in and clarity over any changes.
9. E911 Ordinance: Reviewed and adjusted template Ordinance offered by the State. Will prepare completed draft for consideration at our July meeting.
10. Fire Department Ordinance: Tabled pending additional direction from Town Office.

11. No New Business proffered.
12. Next meeting July 18, 2023 (note date error in Agenda)  
Location to be determined.  
Ron not expected to be present at that time.
13. Adjournment motion by Dennis, 2<sup>nd</sup> Les. 5:30 PM.

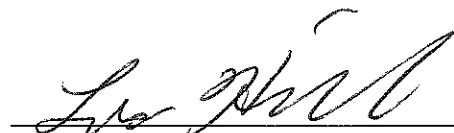
Respectfully submitted,



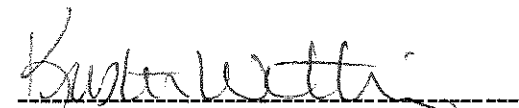
Ron Blum, Chair



Dennis Brackett



Les Hill



Kristen Wittine