

ITY OF LEWISTON  
PLANNING BOARD MEETING  
MINUTES for January 13, 2014

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- I. **ROLL CALL:** The meeting was held in the City Council Chambers on the first floor of City Hall and was called to order at 5:30 p.m. Chairperson, Bruce Damon, chaired the meeting.

**Members in Attendance:** Bruce Damon, Kevin Morissette, Eric Potvin, Walter Hill, Sandra Marquis, Paul Madore and Michael Marcotte

**Associate Member Present:** Matthew Mastrogiacomo and Pauline Gudas

**Staff Present:** David Hediger, City Planner and Cathy Lekberg, Administrative Assistant, Economic & Community Development

Bruce welcomed Pauline Gudas, the new Associate Member to the Board and Paul Madore as full voting member.

Michael Marcotte arrived at the meeting at 5:35 p.m.

- II. **ELECTION OF OFFICERS: Election of Chairperson, Vice Chairperson and Secretary**

The following motion was made:

**MOTION:** by **Michael Marcotte** to elect Bruce Damon as its Chairperson.  
Second by **Walter Hill**.

**VOTED:** **8-0-1 (Passed)**  
**1 – Bruce Damon Abstained**

Both Eric Potvin and Michael Marcotte were nominated for Vice Chair. The vote was as follows:

The following motion was made:

**MOTION:** by **Sandra Marquis** to elect Eric Potvin as its Vice Chairperson.  
Second by **Walter Hill**.

**VOTED:** **6-0-3 (Passed)**  
**3 – Abstained**

The following motion was made:

**MOTION:** by **Eric Potvin** to elect Michael Marcotte as its Vice Chairperson.  
Second by **Paul Madore**.

**VOTED:** **2-0-7 (Failed)**  
**7 – Abstained**

Eric Potvin was nominated as Vice Chair.

The following motion was made:

**MOTION:** by **Sandra Marquis** to elect Walter Hill as its Secretary. Second by Matthew Mastrogiamomo.

**VOTED:** 8-0-1 (Passed)  
Walter Hill Abstained

**III. ADOPTION OF PLANNING BOARD RULES AND PROCEDURES**

The following motion was made:

**MOTION:** by **Eric Potvin** to adopt the Planning Board Rules and Procedures as presented. Second by **Sandra Marquis**.

**VOTED:** 9-0 (Passed)

**VI. ADJUSTMENT TO THE AGENDA:** None

**V. CORRESPONDENCE:** None

**VI. PUBLIC HEARINGS:** None

**VII. OTHER BUSINESS:**

a) Property Disposition Recommendation

The Planning Board took the following actions at their public meeting held on November 25, 2013 regarding disposition of city properties located at 7 Bartlett Street, 68 Jones Avenue and 11 Walker Avenue:

- To table this item at this time: 7-0 (Passed)
- To reserve a recommendation for the disposition until the Planning Board has an opportunity to review the RFP's submitted by formal bid on the three properties: 7-0 (Passed)

The City Council decided to move forward with the bid process and the properties were advertised on December 26, 2013 and are to be submitted by no later than January 23, 2014.

Michael Marcotte stated that there was no urgency in selling these properties and the decision could wait until Planning Board reviewed the bids and made a recommendation. He said that to conform to the ordinance, Planning Board must first make a recommendation to dispose. He said that every recommendation the Board makes has a financial impact on the City.

David told the Board that Administration and City Council are looking for any concerns the Planning Board may have for example, types of uses, monetary concerns and that these concerns could be included in the motion.

Michael stated he would like to see the bids when they arrive on January 23, 2014. A recommendation could be made at the next meeting on January 27, 2014 after they have had a chance to review them.

Members of the Board agreed with Michael and also it was suggested to get a legal opinion of what the ordinance says as to whether they may recommend a disposition of property subject to their review of the bid, or proposal to purchase City-owned upon which they would provide a final recommendation for the Council's consideration. David said he believed the ordinance is clear that they have 30 days to act upon council request.

Eric said that these specific properties are not a big concern as to what and how they may be used, but other properties, like Island Point could be.

The Board agreed that if they provided a recommendation at this time, it would go to the City Council and they would not need to again consult with the Planning Board. The Board also felt they were being pushed around and agreed to table this item until the next meeting. Bruce said that without recommendation from this Board, the sale cannot go through.

The following motion was made:

**MOTION:** by **Michael Marcotte** to table this item until the next meeting.  
Second by **Kevin Morissette**.

**VOTED:** 7-0 (Passed)

The following motion was made:

**MOTION:** by **Walter Hill** to seek a legal opinion of the ordinance as to whether Article VII, Section 3(e) and Section 4(h) of the Zoning and Land Use Code requires a recommendation be provided by the Planning Board to the City Council on disposition of public ways, land, building and other municipal facilities prior to their review of any bid, proposal, or offer receiving. Second by **Paul Madore**.

**VOTED:** 7-0 (Passed)

b) Distribution of LCIP

David told the Board that there will be a Joint City Council/Planning Board/Finance Committee meeting tomorrow at 6:00 p.m. He encouraged all to attend with questions and concerns they might have regarding the LCIP. Michael asked if Public Works could attend the next Board meeting. David suggested the Board email specific questions so he may provide them to appropriate staff in attempt to be answered.

c) Any other business Planning Board Members may have relating to the duties of the Lewiston Planning Board.

Kevin said that he has served on the Planning Board for two years and commented that the Board has become more aggressive in their decisions. He said that the Board is hard working and the City Council has to realize that they want to be more involved and push hard to move Lewiston to the next level.

**VIII. READING OF MINUTES:** Adoption of the October 28, 2013, November 25, 2013 and December 9, 2013 draft minutes.

The following motion was made:

**MOTION:** by **Michael Marcotte** to accept the October 28, 2013 as presented.  
Second by **Walter Hill**.

**VOTED:** 7-0 (Passed)

The following motion was made:

**MOTION:** by **Kevin Morissette** to accept the November 25, 2013 as presented. Second by **Sandra Marquis**.

**VOTED:** 7-0 (Passed)

The following motion was made:

**MOTION:** by **Sandra Marquis** to accept the December 9, 2013 as presented.  
Second by **Paul Madore**.

**VOTED:** 7-0 (Passed)

**IX. ADJOURNMENT:** The following motion was made to adjourn.

**MOTION:** by **Walter Hill** that this meeting adjourns at 7:15 p.m. Second by **Eric Potvin**.

**VOTED:** 7-0 (Passed)

The next regularly scheduled meeting is for Monday, January 27, 2014 at 5:30 p.m.

Respectfully Submitted:

Handwritten signature of Walter Hill in cursive, with the initials 'WH' written below the signature.

Walter Hill, Secretary