

**Public Hearing and Starks Planning Board Meeting**  
**February 3, 2021**  
**6:30 p.m.**

**Present:** Gwen Hilton, Ken Lust, Claire Nelson, John Newsom. Eric Hoar. Joe Hartigan absent. In Joe's absence, Eric was appointed by the Chair as a voting member for this meeting.

Adequate public notice was given of the meeting, a quorum was present and no conflicts of interest or bias were reported.

**Old Business:** Motion made and carried to approve the minutes of January 6, 2021 meeting

**New Business:**

*Public Hearing to entertain comments on the proposed revisions to the existing Planning Board By-Laws and amendments to the Town's Site Review Ordinance.*

Given that no written comments had been submitted and that no community members were in attendance, a motion was made and carried to close the Public Hearing at 6:35 p.m.

A motion to approve proposed changes to both Ordinances was made and carried. The revisions will be passed along to the Board of Selectmen for further action.

Ken submitted a draft of a procedure outlining the Board's responsibility for monitoring financial assurances when they are issued as a condition of approval in major developments. After some discussion and clarification, a motion was made and carried to approve the document entitled "Procedure for Maintaining Surety Bonds, Letters of Credit and Pledged Deposit Accounts".

*Board resignation*

Due in part to health concerns related to the on-going Covid virus, Valerie Comstock felt it was in the Board's best interest if she resigned her position as alternate. She will notify the Selectmen of her decision.

Next meeting scheduled for March 3, 2021. The Board will work on drafting both an Application Form and a Final Decision Document in support of the current Subdivision Ordinance.

Adjourn 7:05 p.m.

Respectfully submitted,

Claire Nelson, Secretary