



Town of Windham

Town Offices
8 School Road
Windham, Maine

Meeting Agenda

Planning Board

Tuesday, March 31, 2020

5:00 PM

Online Via Zoom

This meeting will not be televised. Notes from the meeting will be made available at a later date.

Roll Call

Planning Board members present were: Chair Keith Elder, Alternate Haden Brooks, Michael Devoid, Tyler Dunlea, Charles Hawkins and Kaitlyn Tuttle.

Planner Jenn Curtis, and Planning Director Amanda Lessard were also present.

Zoom Meeting Format Test.

The Planning Board is considering using Zoom to hold the Planning Board Meeting scheduled for April 13, 2020. This meeting was held to test the online meeting platform.

In accordance with Public Law Chapter 617 adopted as emergency legislation by the Maine State Legislature on March 17, 2020 and signed into effect by Governor Mills, 1 MRSA § 403-A permits public proceedings through remote access during the declaration of state of emergency due to COVID-19.

The Board discussed meeting procedures for using Zoom as the meeting platform by both the Board and the public:

The public may access the meeting both online and on the phone. The link to the meeting and telephone numbers will be posted on the meeting agenda on the Town website. During the public hearing portion of the meeting the public will be recognized to speak by use the Zoom raise your hand feature, or dial *9 on the phone.

Planning Board members, staff and applicants are asked to keep their microphone on mute to minimize background noise.

In accordance with the provisions outlined with 1 MRSA § 403-A, all Planning Board votes taken during the public meeting shall be taken by roll call vote. This includes attendance, all motions, and adjournments.

Adjournment

Michael Devoid made a motion to adjourn.

Seconded by Tyler Dunlea

Vote: All in favor.