



PLANNING BOARD

Paul Mattor, Chair
Max Kenney, Vice Chair
Peter Lovell
Heather Sullivan
Jessica Brackett
Tom Witkowski
Don Roth Jr.

Minutes of Planning Board Meeting 24 February 2021

Members Present: Paul Mattor, Chair; Peter Lovell, Heather Sullivan, Tom Witkowski, Jessica Brackett, Don Roth Jr. (Absent: Max Kenney)

Others Present: Jack Rogala and Mary Hoffman, Select Board; Tammy Munson, Code Enforcement Officer; Bennet Flinner, Select Board Office Assistant; Martha Huff, Town Clerk; Martha Turner, Secretary; Eric Sanderson SMPDC; Jason Rand, Keith Herrick, Todd Hurtubise.

Call to Order: A quorum being present, meeting was called to order at 7:04 PM by Chair Paul Mattor, via Zoom.

Minutes: Moved and seconded to approve minutes of 10 February 2021; motion carried 5-0-1.

Correspondence: None

Reports: Mary Hoffman gave the Select Board report. They have received from Neil Courtney the audit review report on the Fire Department. March 9 there will be a town property committee meeting. A salary increase of up to 2.5% plus .25 per hour has been approved by the Select Board. Employees are allowed to roll over one week of vacation this year. Four people have expressed interest in joining the Hollis Conservation Commission, but there are still vacancies. Mary Hoffman, Heather Sullivan, and Paul Mattor have been working as a subcommittee on the proposed Marijuana Business Ordinance.

Unfinished Business: Proposed Marijuana Business Licensing Ordinance. Discussion facilitated by Heather Sullivan. The licensing process will be lengthy, beginning with a conditional license from the State which will include detailed plans and background checks; followed by a Conditional Use Permit from the Planning Board, including public hearing and site visit. Then a Local Authorization Form will be sent to the State. After receipt of the final State license, the Select Board will review for a local license. A Conditional Use Permit is transferable if the owner sells the property, as long as there is no change in use. The license from the Select Board is not transferable, similar to a liquor license.

CEO will keep on file all plans that the State has approved for each State license issued, such as odor control plans, security plans, and safety plans to ensure compliance. Ms. Sullivan noted the State requires that you cannot detect any odor outside of the premises. Mr. Mattor noted that the legal definition of "premises" includes land and buildings. The State also has very strict signage regulations, in addition to the Hollis Sign Ordinance. Waste disposal was discussed.

Setbacks were discussed. Members agreed not to create any special setback requirements for marijuana businesses. Prohibited activities were discussed. Mr. Sanderson suggested that it is probably better to list only allowed activities, without providing a list of prohibited activities.

Discussion of having caps on numbers of each type of business that will be permitted in Hollis. Motion was made in favor of limiting retail to a total of 8 (4 adult use and 4 medical). Motion was seconded and discussed. Motion carried 3-1-2.

Members were polled regarding having the town ask to see the applicant's odor control plan. All members agreed. All applicants would be required to provide an odor control plan, a signage plan, a waste disposal plan, and a security plan. Members were polled regarding having a cap on the number of each of the five types of marijuana businesses in Hollis. All members agreed. Ms. Sullivan will work on locating an existing cannabis facility that will allow members to have a tour.

Public Comment: None

Plan for Next Meeting: Joint meeting with Waterboro Planning Board on Wednesday 3 March 2021, 6:30 PM, Zoom.
Next regular meeting: Wednesday 10 March 2021 at 7:00 PM via Zoom.

Adjourn: Meeting adjourned at 10:15 PM.

Minutes submitted by Martha Turner, Secretary