

**Minutes – Planning Board  
Dec. 14, 2021 Meeting  
(Approved Feb. 8, 2022)**

Board attendees – Pam Kueber (PK), Tom Delasco (TD), Kate McNulty-Vaughan (KMV), Sue Lyman (SL), Jim Harwood (JH)

Other attendees included – Land Use Clerk Jes Cote; sign team Jim Biancolo, Ariel Smith, Mark Smith.

Meeting was held on zoom and recorded by the Town.

**Documents: Planning Board Agenda for Dec 14 2021, Nov 30 2021 Minutes, RFQ Wireless Communications Needs Analysis and Master Plan, Proposed Zoning Bylaw Sign Section 7-2**

**Approved minutes** for Nov 30, 2021 -- KMV motion to accept as amended, JH second. Roll call PK/TD/KMV/JH/SL – ayes

**Update on Wireless Master Plan Request for Qualifications** – PK updated on finalization of RFQ - final changes have been made, Town Planner will get it posted officially shortly. Will be posted online as soon as it is out officially. RFQ period for submissions closes Feb. 18. Once RFQs are in, decide next steps based on how many submissions. Lots of submissions – review them then make a shortlist; handful of submissions – interview all (separately).

Agreed to cancel Dec. 28 meeting.

**Signs** – Commenced with continued review of proposed sign bylaw updates with volunteer team Mark Smith, Ariel Smith, and Jim Biancolo, starting with Temporary Signs and continuing to the end of draft bylaw leaving definitions for next meeting. Suggested edits were captured for integration, and various items were “pinned” for further discussion. Next meeting planned for Jan. 11 earliest. KMV has some additional edits to suggest and will send them directly to volunteer team. Discussed having a higher-level discussion with the volunteer team about signs and what they have learned about them.

Respectfully submitted,

Pam Kueber  
Feb. 3, 2021