

TOWN OF PATTEN  
21 Katahdin Street | PO Box 260. | Patten, ME 04765  
Phone (207) 528-2215 | Fax (207) 528-2055  
[www.pattenmaine.org](http://www.pattenmaine.org)

Patten Planning Board  
Thursday, January 18, 2024, at 4:30PM  
Veteran's Memorial Library/Lumberman's Museum  
61 Shin Pond Road / Patten, ME 04765

### Meeting Minutes

These minutes are not verbatim.

Audio copies of the meeting are available at the Town Office

Call to Order: 4:35 P.M.

Roll Call: Joel Fitzpatrick, Ron Blum, Scott Webb, Barbara Webb, Les Hill, Dennis Brackett, Kristen Wittine

Guests: Gail Albert (Town Manager), Janice Dancer (Select Board Member) and Kent Smallwood

In reviewing the agenda, Scott Webb suggested that, in keeping with the current Planning Board Ordinance, first of year votes should be done for Chairman, Vice Chairman and Secretary positions. Majority Votes were for Ron Blum as Chairman, Joel Fitzpatrick as Vice Chair, and Barbara Webb as Secretary. All accepted and information will be sent to the Select Board. Scott also asked if a change could be made to the old business, making it new business so the Fire Department ordinance could be addressed. All approved.

Minutes of December 16, 2023, were approved.

No new updates or information to report from the December 5, 2024, Select Board meeting.

Changes were made to the Fire Department Ordinance second draft by Scott Webb. Some were grammatical and a few under Purpose and Officers. He will bring the changes to Brett Morse for discussion and review. Draft 3 will be brought before the Planning Board as soon as possible.

Joel Fitzpatrick had a few questions regarding Nuisance Property Ordinance verses Vacant Building Property Ordinance. During this discussion, the decision was made that he would focus on the Nuisance Property Ordinance which would cover the issues that vacant building properties, such as fire and health dangers, are creating. He will reference the Maine State laws that are currently in effect.

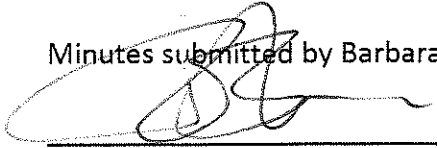
Ron presented the question that whether most of the ordinances would go into the Land Use Ordinance or stand alone. It was decided that the Building Ordinance will stand alone which will include the Park Model, Campground, and Tiny Home Ordinances and should be ready for Public vote in April. Once the Land Use section is complete, all the related standalone ordinances will be combined with it and will be put to public vote.

A workshop meeting was scheduled for February 1, 2024, at 4:30 P.M., to review drafted Building, Campground, Tiny Home, and Park Model Ordinances and review the Demolition Permit. Meeting to be held at the Veteran's Memorial Library.

Confirmed next regular meeting: February 15, 2024, at 4:30 P.M. at Veteran's Memorial Library.

Adjourned: 6:05 P.M

Minutes submitted by Barbara Webb.



Ronald Blum, Chairman



Joel Fitzpatrick, Vice Chairman



Scott Webb



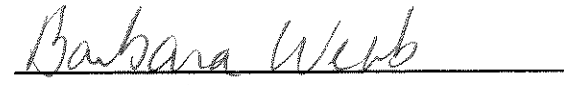
Dennis Brackett



Kristen Wittine



Les Hill



Barbara Webb, Secretary

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Patten Planning Board  
Thursday, February 1, 2024, at 4:30PM  
Veteran's Memorial Library/Lumberman's Museum  
61 Shin Pond Road / Patten, ME 04765

Meeting Minutes  
These minutes are not verbatim.  
Audio copies of the meeting are available at the Town Office

**CALL TO ORDER:** 4:30P.M.

**ROLL CALL:** Ron Blum, Joel Fitzpatrick, Kristen Witten, Les Hill, Dennis Brackett, Scott Webb, Barbara Webb

**GUEST:** Gail Albert (Town Manager)

**OLD BUSINESS:** Reviewed the Park Model Homes Ordinance. A few changes and corrections were noted. The Ordinance draft will be updated and ready for review and possible vote at the next Planning Board meeting on February 15, 2024.

**NEW BUSINESS:** The Demolition Permit will be created at the town office. The added Demolition section of the Building Ordinance was reviewed. A few changes and corrections were noted. This draft will be updated and ready for review at the next Planning Board meeting on February 15, 2024.


**NEXT MEETING:** February 15, 2024, at the Lumberman's Museum.

**ADJOURNED:** 6:05 P.M.

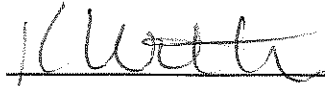
Minutes submitted by Barbara Webb.

  
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Ronald Blum, Chairman

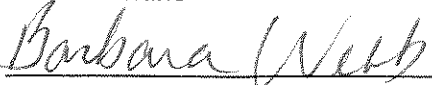
  
\_\_\_\_\_  
Joel Fitzpatrick, Vice Chairman

  
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Scott Webb

  
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Dennis Brackett

  
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Kristen Witten

  
\_\_\_\_\_  
Les Hill

  
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Barbara Webb, Secretary

**TOWN OF PATTEN**

P.O. Box 260  
Patten, ME 04765

**Planning Board  
MINUTES**

February 15, 2024

1. Call to Order: 4:30 PM

Attendance: Ron Blum, Dennis Brackett,, Joel Fitzpatrick, Les Hill, Barbara Webb, Scott Webb, Kristen Wittine, Gail Albert (guest)

2. Review of Agenda: No additions to the Agenda

Two Points of Order were raised by Scott:

a. The need for January reappointments to the Planning Board should have been given to the Board of Selectmen.

Ron explained that he had notified the Board of Selectmen and Town Manager late last year (note December minutes). So far they have opted not to act.

b. Scott challenged the Chair that there is no position of Vice-Chairman specified in the current Ordinance.

Ron read the entire Planning Board Ordinance and it was noted and all agreed that the Chair can appoint a position deemed necessary without other intervention. Further there is a tradition of including the office of Vice-Chair for several generations of this Planning Board.

3. Review of minutes of Jan. 18 and Feb. 1 meetings:

As minutes had not been distributed in advance of this meeting, as is the custom, Kristen read them aloud. No corrections were offered. Motion for approval made by Dennis, seconded by Scott. Passed.

Concern was raised regarding not having minutes distributed in advance nor having hard copies available for all members at the meeting. Barbara declined further timely discussion.

4. Old Business: Completion of Park Model Homes Ordinance

Copies of the most recent draft were made and distributed. Four corrections were offered. Ron made a motion to accept as corrected and Scott seconded. Passed. Barbara will send corrected final draft to the Town Office for consideration by the Board of Selectmen.

5. New Business: Discussion of Advisories from the Board of Selectmen

Ron distributed an Ordinance List reflecting priorities of the Board of Selectmen. As there are some inconsistencies from prior direction, we need to speak with the Board for further clarification.

a. Reconsideration of Land Use Ordinance: (A typo was noted in the Agenda 5b, it should read Nov. 2023) Ron noted that this ordinance appears to no longer be a priority for the Board of Selectmen. Given its prominence in the Comprehensive Plan, this will need to be clarified with the Board.

b. Updating Comprehensive Plan: After a brief discussion regarding the need to undertake a revision of the Comprehensive Plan over the next few years, Joel recalled that MaryAlice had prepared a spreadsheet of the Plan and it was agreed it would be helpful to obtain a copy. We would also want a digital copy of the Plan and need to identify who will actually do the recording. Barbara offered. Ron requested we all read the first 8 pages of the Plan in preparation for our next meeting.

c. Jay Kamm: of NMDC will be invited to an upcoming meeting to provide information on revision of the Comprehensive Plan.

d. Frequency of Meetings: Considering the task to complete Ordinances as well as revise the Comprehensive Plan, there may be a need to meet more frequently than monthly. All present acknowledged willingness to meet twice a month if called for. We will meet again in two weeks.

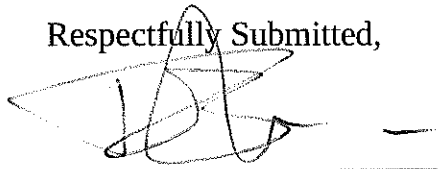
e. Ordinances vs. Policies: It appears the Planning Board requires an Ordinance, rather than a Policy. Town manager will clarify.

f. New Ordinances: Ron noted he was unaware of the E911 and Snow Removal ordinances that are listed as "in Process," as he never received any direction from the Board of Selectmen on these issues. Barbara offered to share information she has accumulated on the ordinances.

6. Next meeting: February 29, 2024 at 4:30 PM at the Patten Lumbermen's Museum



7. Adjourned: 6:07 PM

Respectfully Submitted,



Ronald Blum, chairman

Scott Webb

  
Kristen Wittine  
Joel Fitzpatrick, vice-chairman  
Dennis Brackett  
Les Hill

**TOWN OF PATTEN**  
PO Box 260, Patten, Maine

**Planning Board**  
MINUTES - March 21, 2024

1. Call to Order: 4:30 PM at Lumbermen's Museum

Attendance: Ron Blum, Dennis Brackett, Joel Fitzpatrick, Craig Greenier, Les Hill,  
Kent Smallwood, Kristen Wittine

Chair noted reappointment of Kristen and appointment of Les to Regular membership, and appointment of Craig and Kent to Associate membership. He characterized role and opportunities of Associate membership.

2. Review of Agenda: Given Mr. Kamm's cancellation due to weather, focus is on working on pending ordinances.

The concept of a Subcommittee of the Planning Board to address revision of the Comprehensive Plan was embraced by the Board. It was felt the Planning Board should have a presence on the Subcommittee as well as the Board of Selectmen if they choose.

Suggested membership should represent a range of ages and interests:

- a. Craig Greenier – Worked on existing Comprehensive Plan
- b. Kristen Wittine – worked with Jay Kamm on Plan for another community
- c. Janice Dancer – liaison with Board of Selectmen, worked on existing Plan
- d. MaryAlice Mowry – Worked on initial approach to revision as past member of the Planning Board
- e. Dewey Loft – with Nat'l Park Service, Joel will pursue.

3. Review of minutes of Feb. 15 meeting: Approved without correction and accepted by acclamation. Signed copy delivered to Town Clerk, who was briefly present.

4. Report of March 6 meeting of Board of Selectmen: Noted appointment of Associate members.

5. Election of Officers: Secretary has resigned from the Board. Further, our prior election of a slate of officers was not consistent with the Rules of Order, given the absence of a Nominating Committee. Therefore the chair reopened Nominations for officers.

- a. Chairman - Ron Blum was nominated by Kristen, seconded by Dennis, elected by acclamation.
- b. Vice-chairman – Joel Fitzpatrick was nominated by Les, seconded by Kristen, elected by acclamation.
- c. Secretary – Craig Greenier was nominated by Ron, seconded by Joel, elected by acclamation.

6. Old Business:

a. Tiny Homes Ordinance – Draft copies distributed and reviewed line by line with some changes/corrections. Consensus reached on final document and with unanimous approval agreed to forward corrected version to the Board of Selectmen for review and consideration at a Town election.

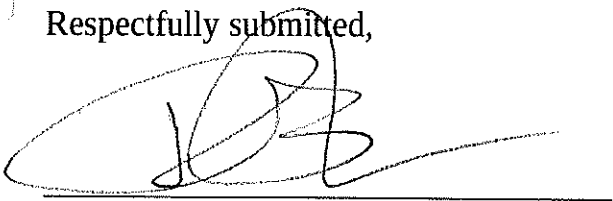
b. Holding Tank Ordinance – Current ordinance was read line by line. With minimal changes it was agreed unanimously to forward corrected version to the Board of Selectmen for review and consideration at a Town Election.

c. Joel led brief discussion regarding Nuisance properties. Prior suggestion that any seven (7) citizens could designate a nuisance property is limited to drug abuse, alcohol abuse, or prostitution, but not other categories of dangerous or nuisance properties..

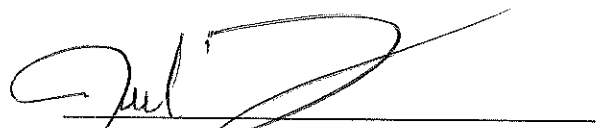
7. Next meeting April 18, 2024, at Lumbermen’s Museum, 4:30 PM  
Mr. Kamm has been invited to reschedule to that date.

8. Adjourn: 5:55 PM

Respectfully submitted,



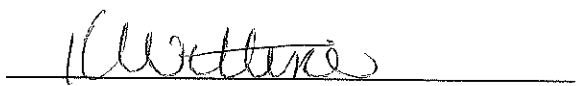
Ron Blum, chair



Joel Fitzpatrick, vice-chair

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Dennis Brackett

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Les Hill



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Kristen Wittine