

TOWN OF MINA
PLANNING BOARD MINUTES

January 19, 2023

**** DRAFT ****

Planning Board Members Present: Kris Gleason (Chair), Jo-Ann Travis, John Shifler, Pat Cuneo

Planning Board Members Absent: None

Others Present: Don McCord, Small Town Planning; Ellen Shifler, Mina Code Secretary

Call to Order: The meeting was called to order at 6:10 PM by Kris Gleason, Chair.

Legal Notice of the meeting was acknowledged (*Post-Journal 12/7/22*).

Minutes of the meeting of **11/30/22*** were approved as **presented** upon motion by Pat Cuneo and second by John Shifler. [*The Planning Board did not meet in December.]

PUBLIC COMMENT: N/A

COMPREHENSIVE PLAN:

Don McCord presented four documents and led the Planning Board in discussion of these areas:

1. Mina Profile Charts (demographics)
 2. Comprehensive Plan Tasks
 3. Mina Comprehensive Plan Format
 4. Town of Mina Issue Areas (survey results)
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1. "Mina Profile Charts" summarize *preliminary* (incomplete) data from the 2022 U.S. Census. (Complete census analysis is expected by the end of 2023.) Preliminary analyses suggest declining population and occupancy in the Town of Mina, although statistical margin of error is significant. A sustained local population base is needed for Town improvements.

(continued)

2. "Comprehensive Plan Tasks" outlines goals and tasks for completion and adoption of the Comprehensive Plan by July 2023. Work in February and March will include: research on background data, validation of issues raised, photographing the community, identifying best practices, and convening focus groups; along with developing strategies for implementation, conducting more interviews and discussions, and continuing to develop implementation details. The timeline for drafting of the Plan document itself is April – May 2023.
3. "Mina Comprehensive Plan Format" sets forth the design of the written document, with a Community Profile and the Comprehensive Plan itself, including "Vision," "Goals," and "Charting Our Course," among other topics.
4. "Town of Mina Issue Areas" identifies areas of concern as reported from the Community Survey, such as "The Lake" (water quality and safety); "Small Town Character" (including small business / downtown, and community); and "Government" (including communication, sewers, fire hall, code enforcement, and funding).

CANNABIS MATRIX / ALLOWABLE LOCATIONS:

The Planning Board approved the Cannabis Business Licenses location matrix dated 12/2/22 upon motion by Pat Cuneo and second by John Shifler. The approval vote was unanimous.

NEW BUSINESS: None

NEXT MEETING: Tuesday, February 7, 2023 at 6:00 PM.

Meeting was adjourned at 7:09 PM.

Recorded by: Ellen Shifler, Mina Code Secretary