1. **ROLL CALL:**
Chairman George Closson called the meeting to order at 7:00PM.

Mr. Closson noted that the following individuals were present: John Cooney, Peter Marchand, Willard Platt, Craig Sanden, Alternates Troy Lamere, and Charlene LaVoie. Additionally, Town Planner/Director of Land Use Lance Hansen was present.

2. **PUBLIC COMMENT:**
None.

3. **AGENDA REVIEW:**
No changes were made to the agenda.

4. **PUBLIC HEARINGS:**
None.

5. **OLD BUSINESS:**
None.

6. **NEW BUSINESS:**
None.

7. **OTHER BUSINESS:**

   A. **Update & Discussion on Crystal Lake Treatment Plant Storage Tank – January 2023 Referendum.**
   A courtesy update discussion was made by Department of Public Works Director, Jim Rollins regarding the current condition and budgeting process for the Crystal Lake Treatment Plant Storage Tank in preparation for the January Board of Selectmen’s January 3rd meeting and January 7th referendum. It was noted that the original sum of $6.2M was not enough with Mr. Rollins reporting that it was short by $2.3M. Discussion ensued among the commission with Mr. LaMere noting the 2800 water customers will be paying for the Crystal Lake Tower. It was also noted that the engineering cost report was completed prior to the COVID-19 pandemic and costs are now 40% higher. Mr. Rollins explained how the Town functions as a co-signer on the loan for the project.

   B. **Discuss Adding Cultural Institution as Special Permit Use in Town Center Residential (TCR) Zone.**
   The discussion regarding the addition of the ‘Cultural Institution’ (i.e. museum) use to the Town Center Residential (TCR) zone was inspired because the Soldier’s Monument Commission would like to install a maintenance shed on the 84 Crown Street parkland property. Since “the tower” is not a residential structure (but in fact more in the character of a museum) to apply for a special permit use for the proposed shed, there will have to be a new use added since the board did not want to utilize the ‘Cultural Institution’ language from the town regulations, according to Mr. Lansen. He noted that he and Zoning Enforcement Officer Michael Stankov would be drafting a new special permit use to accomplish this goal for consideration at the January 9, 2023 Planning and Zoning regular meeting.

   C. **Election of Officers.**
   The following election of officers occurred: Mr. Closson as chairman, Mr. Marchand as vice chairman, and Mr. Cooney as secretary.
8. APPROVAL OF MINUTES: November 28, 2022:
No business discussed.

9. COMMUNICATIONS:
None.

10. TOWN PLANNER’S REPORT:
No business discussed.

11. ADJOURNMENT:
The meeting adjourned at 8:20PM.

Respectfully submitted,
Pam Colombie, Land Use Assistant
(From the hand-written notes of Town Planner and Director of Land Use Lance Hansen)