Jay Planning Board
September 8, 2026

Board: Chair Barbara Cook, Trevor Doiron, Jennifer Lynch, Jamie Carden-Leventhal, Mike Fournier, and Dan Ryder

Guests: Erica Bufkins, AVCOG; Patricia Anderson and Mark Wittenberg

Staff: Ronda Palmer, Code Officer

The meeting was called to order at 6:00 PM and introductions were made.

Minutes of previous meeting: Motion was made by Jamie and seconded by Mike to approve the minutes of the previous meeting. Motion carried.

Election of Officers
M/M/S Barbara Cook as Chair: Mike Fournier – Jamie Carden-Leventhal. Motion carried.

M/M/S Mike Fournier as Vice-Chair: Barbara Cook - Jamie Carden-Leventhal. Motion carried.

M/M/S Trevor Doiron as Secretary: Mike Fournier – Jamie Carden-Leventhal . Motion carried.

Electrical Permits: The Code Officer informed the Board of 2 new electrical permits:

- Elizabeth Bubier – 188 Old Jay Hill Road – single family residence
- Kyle & Sophia Hawkins – 76 Claybrook Road – single family residence

Subdivision Ordinance: Erica from AVCOG was present to discuss recent legislative updates impacting minimum lot sizes and other changes that will affect the subdivision ordinance and may also affect the ADU ordinance as well as others. The Board also discussed updating the ordinance to allow amendment to a subdivision to be processed at one meeting rather than two. This is difficult because of the wording for abutter notices in the current ordinance, there was some discussion of doing this through the waiver process.

Erica's presentation that outlines the new legislative changes is attached.

One of the legislative changes also mandated training requirements for municipal planning boards and zoning boards of appeals within 180 days of appointment. Erica agreed to come to the next meeting to give an overview of Planning Board responsibilities that can count as the training.

Erica has agreed to track changes to our current subdivision ordinance to align it with the new state laws. The Board agreed to ask legal counsel to handle the update first, after which it will return to the Board to review any recommendations for local options. Ronda will check with legal to see if we could begin updating the ordinances or wait for the state to complete the rulemaking process.

Maine Municipal Association (MMA) is offering an evening training session on October 27th. Barbara, Jamie, and Jennifer will be attending.

Rent Stabilization update: An ordinance to regulate rent in Mobile Home parks will be on the November 3rd ballot. If passed, the Planning Board will hear petitions from park owners seeking rent increases above the allowed limit. The process includes a $250.00 filing fee, and the Board may assess a special fee if professional review assistance is required.

There was discussion regarding the length and level of detail in the ordinance. It was explained that legal counsel recommended comprehensive guidelines to ensure clear criteria is in place if a petition is filed.

There will be a public hearing on this ordinance on September 14th, for anyone interested in attending. Mount Blue TV was also present at the August 24th Select Board meeting which has a section where the Town's legal counsel explains the ordinance via Zoom for anyone interested in watching the video.

Next Meeting Date: October 19th

Motion was made by Mike and seconded by Trevor to adjourn at 7:40 PM. Motion carried.