

Town of Otis
Planning Board Meeting Minutes August 10, 2026

Call to order 7:00 PM

- Roll Call:
Hal Kobrin-Chair
John Fletcher
Gordon Middleton
Wendy Lampro

- Approval of July 13, 2026 minutes
John motion to accept, Gordon second, all in favor.

- Continued Master Plan Discussion:

Master Plan Steering committee has a meeting Wednesday, planning board was not notified of the meeting.

Gordon, was at the selectboard meeting and the selectboard has appointed planning board representatives to the steering committee that were not the members of the planning board that the board voted to represent the planning board.

Hal, this is not what the law says should be happening, the planning board is a board not a commission, we are an elected board and have the responsibility to be creating the master plan steering committee and not the select board. The selectboard is overreaching and ignoring the law. The planning board steering committee is not supposed to answer to the select board.

John, if the select board is creating a steering committee that effectively cuts the planning board out of the master plan process.

Hal, it is the planning board's responsibility to create and manage a master plan. Has spoken to Gary to get an opinion from the town attorney. The planning board and the selectboard should be working together, this issue is concerning. I reached out to the selectboard a while ago asking for their suggestions to be on the steering committee and their response was that they will be appointing the committee.

John, the selectboard believes they are the only ones that can appoint committees, however in this specific case all matters related to the master plan is the responsibility of the planning board independent from the select board.

Hal, historically the planning board has sought suggestions from the selectboard but in no way does this relinquish the planning board's power to manage the master plan. The selectboard is attempting to do the planning board's job. Can't have a steering committee run by a different department than the department responsible for the plan. My

suggestion is that this board needs to reject what the select board has done, there has been no cooperation on how this has been done and the planning board has been cut out completely. Moving forward this is going to be a problem.

Gordon, the steering committee meeting is scheduled for this Wednesday.

John motion to reject the selectboards nominations for the steering committee, Gordon second, all in favor.

Hal, one question is on how the steering committee has been set up is even legal. Planning and selectboard are separate but equal boards.

Gordon, BRPC is reaching out to those that were nominated, should they be reaching out to all members of the planning board.

Hal, yes the entire planning board should be in the loop for all master plan related things. We are wasting time but are not able to move forward until we work this out. We do have a deadline on finishing the master plan with the grant.

Gordon, there is currently a public notice out for the meeting.

- Any other business old or new.
John, BRPC wants an alternate
John motion to nominate Wendy, Hal second, all in favor.
- Gordon motion to adjourn 7:20 PM, Hal Second, All in favor.