

**Town of Greenwood
Planning Board Meeting Minutes
Greenwood Town Office – 5:30pm
November 3, 2025**

<https://us02web.zoom.us/j/89491212025?pwd=VjE4UnlFQTJ1dWVlQjY4dUpvTVZBQT09>

Item 1: Call Meeting to Order - Vice Chair Kwoka called the meeting to order at 5:30pm.

Roll Call:

Matt Mitchell, Chair

John Kwoka, Vice Chair

Andrew Baker, Secretary

David Newcomb

Sarah Wood

Anne Kwoka, Code Enforcement Office

Kim Sparks, Recording Secretary

Zoom participants: Erick Bufkins, AVCOG

Zach Flechtner, property owner

Item 2: Consider Minutes of September 08, 2025. The Board reviewed the minutes of September 08, 2025. Member Wood motioned, and Member Newcomb seconded to approve the minutes as presented. Vote: 5-0. Minutes are accepted.

Item 3: Old Business

A. Greenwood Subdivision

7 Lot proposed subdivision

Corner of Martin Road and Greenwood Road

Map R08-12.2, 9.5 acres

Review and sign final plans.

The Board reviewed a copy of the final plans. Kim stated that the large sized final plans have not been delivered yet and she had expected them in the mail today. The Board agreed that all the requests from the Board had been implemented and incorporated in the final plan.

Member Newcomb motioned and Member Wood seconded to approve the final plans for the Greenwood Subdivision – 7 Lot Subdivision on the corner of Martin Road and Greenwood Road as presented. Vote: 5-0. Final plan is approved.

Kim will notify the Board when the large plans arrive for the Board to come in and sign.

Item 4: New Business

- A. Discussion with Erica Bufkins from AVCOG regarding updating the Greenwood Shoreland Zoning Ordinance to include a special exception for the Resource Protection District

Erica reviewed the special exception language with the Board. The Board agreed to move this forward and take it to the voters. Chair Mitchell asked if this would be on a Special Town Meeting Warrant or at the Annual Town Meeting. Kim stated that she would gladly discuss this with the Selectmen. Erica stated that she will get us a draft of our Shoreland Zoning Ordinance to include this special exception language.

Item 5: Admin Issues

- A. Next meetings if needed are scheduled for Monday, Dec 1st, 2025 and Monday, January 5th, 2026.

Item 6: Adjourn - Having no further business, Member Newcomb motioned and Secretary Baker seconded to adjourn at 6:00pm. Vote: 5-0. Meeting is adjourned.