

**SIGN COMMITTEE
MINUTES JULY 26, 2010
APPROVED**

Present: Jason Kauppi, Patrice Garvin, Executive Assistant, Mark W. Haddad, Town Manager

Mr. Haddad called the meeting to order at 5:00pm.

Mr. Haddad moved to nominate Jason Kauppi as Chairman of the Sign Committee. Ms. Garvin seconded the motion. Motion unanimously carried.

1. Mr. Kauppi requested that a letter be sent to AL Prime on Boston Road to request an updated permit application for a sign. AL Prime recently renovated the site, and under the current sign bylaw a new permit application is needed. Ms. Garvin volunteered to call AL Prime and inform them that a new permit was needed. Mr. Kauppi requested that the Groton Exchange Sign permit file be pulled to review.
2. Ms. Garvin mentioned that Farmers Market signs were posted on Town own property and no permit was on file. Mr. Kauppi suggested contacting the members of Williams Barn to discuss the issue.
Mr. Haddad moved to have Ms. Garvin contact members of the Williams Barn Committee and request a sign permit be completed for the Farmer's Market. Mr. Kauppi seconded the motion. Motion unanimously carried.
3. **Sign Bylaw:** [Document I: Draft Sign by-law revision dated 7/14/10] Mr. Haddad expressed concern with the wording of *Land Use Department* in the bylaw and requested different wording or a definition of *Land Use Department*. It was decided to place a definition of *Land Use Department* in the definition section of the bylaw. Mr. Haddad stated that he would discuss the definition with the Land Use Director and get back to Mr. Kauppi with final wording. Ms. Garvin went through some questions and concerns with the bylaw. Ms. Garvin asked for more clarification on political signs. The Board of Selectmen will hold a public hearing on August 23rd and the Planning Board, Historic Districts Commission and working group will be invited to attend.
4. The next meeting will be scheduled for August, 16, 2010 at 5:00pm.

ADJOURN

Mr. Haddad moved to adjourn the meeting at 5:25pm. Mr. Kauppi seconded the motion. Meeting adjourned.

Approved: _____
Jason Kauppi, Chairman

_____ respectfully submitted,
Patrice Garvin
Executive Assistant to the Town Manager

Date Approved: 8-10-10