

ORFORD PLANNING BOARD

2529 Governor Meldrim Thomson Scenic Highway
Orford, NH 03777

Board Minutes

May 20, 2019 - Monday - 8:00 pm –Niles Room, Orford Town Office

Attendance: Tom Thomson, *Co-Chair*; Terry Martin, *Co-Chair*; Fred Kidder, *Selectboard Ex-Officio*;
Deb McGoff, Mark Marsh, Terry Straight, *Members*; Ruth Hook, Rich Scalesse,
Alternate; Steve Schneider, *UVLSRPC*

Absent: Harry Osmer, member; Faith Knapp, *Alternate*

Public: Bruce Schwaegler, Harry Burgess, Rob & Deirdre O'Donnell, Mark Tecca, Laurie Coffin

Meeting called to order by Terry Martin, Co-Chair, at 6 pm

Review and Approve of Minutes of February 19, 2019; March 28, 2019; and April 15, 2019

- Tom T - motion, Mark M - 2nd, to move approval of minutes after Public Hearings and Applications. **Motion Passed**

Public Hearings and Application in order of submission

- Deb McGoff – motion, Terry M – 2nd, to seat Rich Scalesse, *Alternate*, as Harry O was not in attendance. **Motion Passed.**
- **Preview of Application for a Minor Sub-division:** Bruce and Sarah Schwaegler Presentation: Bruce gave a presentation of his proposal of a subdivision, Lot # 7-32-29A which is behind Lot # 7-32-28A, with a 50 ft. easement on the Old Grimes Hill Discontinued Road known as the Grimes Pedestrian Trail. He will be requesting a waiver to change the scale of 1" = 100' as this particle is part of a 200+ acre lot and the current required scale is too large. Bruce hopes to be ready for the Review of Application and a Public Hearing July 10, 2019.
- **Continued Review of Applicant and PUBLIC HEARING:** Rob & Deirdre O'Donnell, Trinity Farm, LLC: After continuing the review of the application for completeness from last month, it was determined to be complete. Terry S – motion, Mark M – 2nd, to accept application as complete. **Motion passed.**

Public Hearing: Application Minor Subdivision, Robert & Deirdre O'Donnell, Trinity Farm LLC Map 8-93, Lot #77

- Harry Burgess conducted the survey for this subdivision in November 2017 for 54 acres. The house was moved and subdivided on 2.14 acres. After going through the application for completeness, it was determined to be complete. It was approved and approval forms were signed. Terry S – motion, Tom T – 2nd to accept the Minor Subdivision for Map 8-93 Lot #77. **Motion passed.**
- Harry Burgess will bring the Mylar to the Town Office tomorrow. Fred K – motion, Terry S – 2nd, for Tom T, *Co-Chair*, to sign both the survey maps and Mylar Map tomorrow and take to the Register of Deeds. **Motion passed.**
- Tom T, *Co-Chair*, accepted \$51.00 cash from the O'Donnell for the Register's fees.
- The O'Donnell's expressed their appreciation to the *Co-Chairs* helping them thru this process.

Review and Approve of Minutes of February 19, 2019; March 28, 2019; and April 15, 2019

- Tom T – Motion, Mark M – 2nd approve February 19, 2019 Minutes, **Minutes Approved**
- Terry S – Motion, Ruth H – 2nd approve March 28, 2019 Minutes, 1 abstain – Tom T was not at the meeting, **Minutes Approved as amended**
- Terry S – Motion, Fred K – 2nd approve April 15, 2019 Minutes, **Minutes Approved as amended**

Old Business

- **Orford Academy building:** no action, Tom T recommended it stay on the agenda at this time.
- **Audit of 2018 property file status:** We need volunteers to help finish the audit.
- **Recording filing and locks on 2nd floor cabinets:** Terry M and Harry O will work on file cabinets to make them usable. Will need volunteers to organize files. Terry M will create an excel file so files can be looked up with either Date, Applicaticates Name, and/or Lot Number.
- Terry M – motion, Terry S – 2nd expressing appreciation to Tom T for all the time he has donated, his resources, and supplying the Board with Project File Folders so we can start organizing the Planning Board files. **Motion Passed.**
- **Invoice, mail and budget status:** Mark M – motion, Fred K – 2nd, Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC) Invoice reviewed and approved. **Motion Passed**
- **Updates from Co-Chairs and members:** Tom T, RE: Fred Kidder Application – he has received a copy of the DOT Driveway Permit and will put in Fred’s file. Fred K commented that copies of the deeds will be ready soon to be included also in that file.
- Ruth H advised the Board that Barbara Sargent has not withdrawn her Lawsuit that she presented to the town November 2018. At the November 2018 meeting the board approved her volunteer property merger. To clarify the events of what lead up to this, Tom T explained that Barbara S had come to the October meeting expecting that the Board could just sign the Volunteer Property Merger. Paul Carreiro, Chair, explained to her that because she was not on the October Agenda, which had been posted 10 days prior to the meeting, that the board could not act on her request but he would accept her paper work and add her to the November Agenda. In November, the Board did approve her application and postdated it back to October 2018 as requested by Tom Trunzo. Tom T, Acting-Chair, apologized to both Tom Trunzo and Barbara S and expressed that he hoped this cleared matters up. Tom Trunzo told Tom T, Acting-Chair, that he felt the Lawsuit would be dropped by the end of the week.

New Business

- **Web-site guidance language for new applications:** Terry M was following up on Jim McGoff’s recommendation to hold a pre-view for Applicants as it was a good idea. He will work on the language. It might take a little more time for the committee, but it would definitely help the applicant be prepared for their Review and Public Hearing.
- **Public Comment:** none
- **Following Month’s Agenda and review of action items:** no action

Other Business

- Tom T reminded the committee that at future meetings, we needed to remind all those in attendance that only one person talk at a time. It is very distracting to the committee when there is another conversation going on elsewhere in the room.

Meeting Adjourned 7 pm

- Mark M – motion, Terry S – 2nd motion to adjourn. **Motion passed**

Respectfully Submitted

Ruth Hook

Tom Thomson, Co-Chair; Terry Martin, Co-Chair; Fred Kidder, *Selectboard Ex-Officio*;
Deb McGoff, Harry Osmer, Mark Marsh, Terry Straight, *Members*; Ruth Hook, Steve Scalesse,
Faith Knapp, *Alternates*; Angel Parkin, *Recording Secretary*