

ORFORD PLANNING BOARD

2529 Governor Meldrum Thomson Scenic Highway
Orford, NH 03777

Board Minutes – Revised and Approved

Monday, August 12, 2019 - 6:00 PM – Orford Town Office

Board Members Present: Terry Martin, Tom Thomson, Co-Chairs; Fred Kidder, Select board Ex-Officio; Mark Marsh, Harry Osmer, Deb McGoff, Terry Straight; Ruth Hook, Richard Scalesse, Alternates

Public: Jim McGoff

Other: Steve Schneider, Planning Assistant

Meeting called to order: 6:01 Tom called to order. There were enough members for a quorum, so no alternates are needed.

Review and Approval of Minutes of July 8, 2019: Martin wanted to note that an e-mail was sent to Thomson and forwarded to Martin stating that Kelley wants to do more research before she comes to a meeting and discuss further. Marsh also notes that Grames Hill Road should be changed to Grimes Hill Road. With those changes, a **motion was made to approve the minutes of July 8, 2019. (Marsh/Martin) unanimously approved. Thomson/Kidder abstained.**

- 1. Circulate Red Lined Amended Easement (Scriver's Changes) for Bruce M. and Sarah T. Schwaegler, as approved by Orford Planning Board prior month (Orford Tax Map 7-32 Lot 29)**

Martin went with Bruce Schwaegler to the town of Haverhill Graften County Registry of Deeds to record Schwaegler subdivision as the declaration was not acceptable, Bruce elected to take back to his attorney to have reworded. No change was made in the process, but the language was changed and accepted and filed with the town of Haverhill. Graften County Registry of Deeds to record Schwaegler subdivision clarification in the grantors and grantee was what they were looking for. Jim McGoff reported it's important to know who the grantor and grantees are.

A motion was made to accept the Red Line as presented. **(Kidder/Marsh) Unanimously approved.** Marsh asked if it was unclear, Martin says it wasn't to Dan Grossman, Attorney. Thomson would like the original and new red line amended easement for the file. Hook asked if we can approve without the signature on the original survey. Schneider says you can accept it as is and discuss whether to approve it depending on how comfortable the board is. Nothing should be approved and filed without signatures. Our duty is to protect the landowners. Hook wondered about the onsite sewage. If its under 5 acres the state requires a perk test, if it's over, they don't have to sign it. This lot is over 5 acres and does not need a perk test to be subdivided.

Hook questioned the grant of pedestrian trail easement with Orford Conservation Commission and Schwaeglers, does he have to move the right of way. Town was given a Grant of a pedestrian trail. The trail can be changed but, the agreement is between the grantor and easement holder. The Conservation Committee and select board need to approve it. There should be documentation. The trail can be moved but the easement can not be moved. Kidder will bring to the attention of the select board. Jim McGoff stated that the original verbal agreement was that Bruce was supposed to help the town maintain the trail and has not done so. Thomson stated that the written agreement states maintenance of the trail is the Town of Orford's responsibility. Jim McGoff should take it to the select board should he have any more concerns or questions. Thomson reminded people once something is voted on, the written is right. (after people) If you have concerns on an issue bring it up and work on it before it's voted on.

2. Preliminary Discussion of requirements for continuing Excavation Permit for the Town of Orford by Harry J. Burgess, Surveyor.

Harry Burgess did not make the meeting to discuss this. Due to that, Steve Schneider was able to go home. Kidder said he saw the map for the full excavation. We will add to next agenda unless he shows up to the meeting. Kidder will touch base with him to attend the Sept meeting.

3. Public Comment: None

4. Invoices, mail and business of the Board

Invoices - Upper Valley, Steve Schneider, Planning Assistant – for \$30.00 and mileage - \$360.23 – June and July

Ruth Hook – Recorded minutes Jan, May, 2 dates in June - \$240.00

Updated budget sheet was handed out

Terry/Fred unanimously approved

Mail - Engineering Ventures submitted a copy of a wetland permit application on Conn. River, across from the state DOT shed. River Bank erosion has taken place. This is informational for the Planning Board only. The select board has signed off on this.

Business of board – Marsh wondered if we should add that approval is contingent on signatures on the checklist. There already is a signature line on the checklist. Thomson wonders if maybe we should give a waiver. Kidder says some places will stamp and then initial it. Thomson stated that the Surveyor must be licensed. It was decided that we will not vote on anything until everything is signed.

Marsh brought up the fact that it was great that Schneider was here to answer questions, but for budgetary reasons should we let him know when he doesn't need to be here? Thomson and Martin will do their best to let Schneider know when he doesn't need to attend a meeting.

- 5. Web-site guidance language for new applications:** Martin has not seen anything on this and must go to Schneider. On the website there is a link to Schneider with a contact number. Land owner doing the application should be responsible for the mailing to the abutters. We will ask Schneider to have packets together for Esther for applicants, applications should show there are responsible. Martin will discuss with Esther. Some form should be updated. The question was asked who had the original forms in word so they could be changed. There are PDF versions but are not able to be updated. Richard Scalesse offered to have his daughter see if she could convert the PDF's to Word documents.

6. Academy Building Update

Martin feels that project will not be happening, unless the school board decides to do something about it.

7. Informational Pamphlet: Martin is working on it, but it is not done.

Motion to Adjourn 7:10: Straight/Kidder unanimously approved.

Respectfully Submitted,

Angel Parkin
Recording Secretary