

ORFORD PLANNING BOARD

2529 Governor Meldrim Thomson Scenic Highway

Orford, NH 03777

Board Minutes

March 9, 2020 - Monday - 6:00 pm –Niles Room, Orford Town Office

Attendance: Tom Thomson, *Co-Chair*; Terry Martin, *Co-Chair*, Fred Kidder, *Selectboard Ex-Officio*;

Mark Marsh, Harry Osmer, Deborah McGoff, Terry Straight, *Members*; Ruth Hook, *Acting Secretary*

Alternate: Richard Scalesse

Meeting called to order by Tom Thomson, Co-Chair, at 6:16 pm

- Tom T confirmed with Esther Dobbin-Marsh, Administrator Assistant, and Terry M confirmed with Steve Schneider, *UVLSRPC*, there were no applications or request to appear before the Board.

Review and Approve of Minutes of February 10, 2020

- Terry S – Motion, Tom T – 2nd to approve February 10, 2020 Minutes. Fred K and Terry S abstained. **Motion Passed.**

Old Business

- Terry M reported that Steve Schneider, *UVLSRPC*, confirmed that a seated alternate can also be the paid secretary. Discussion followed that if a member of the board could not make a meeting, could a courtesy call be made to notify the alternates. Terry M will check with Steve S on protocol.

Further Discussion of Listed Fees for Applications & Report back on Fees from Steve Schneider

- Terry M passed out the revised Minor & Major Subdivision Applications he has been working on for review. He noted he had Steve S. review the following changes from last month's draft, and he had confirmed that the fees were reasonable and in line with other towns. Changes: 1) Minor Subdivision 2 lot fee changed from \$125 to \$100 (\$50 per lot). 2) Pg. 1, 8 copies. 3) pages will be labelled as 1 of (total pages) and same changes on Major Subdivision. Everyone is to review and either call or email corrections. Mark M – motion, Terry S – 2nd to adopt the new application structure with pages labelled 1 of (total pages), application for both Minor & Major Subdivision fee structure as appeared in February minutes with the new 2nd lot fee changed from \$125 to \$100 and upload to the Website. **Motion passed.**

Follow up on Curb Cut Document. Pulled from Web Site?

- Harry O, curb cut is the responsibility of the Selectboard not the Planning Board. Terry M checked the website and confirmed that Planning Board site refers the applicant to the Selectboard's Website.

Sand pit Reclamation Plan Meeting with Selectboard?

- Fred K stated that the Selectboard has retained Mary Pinkham-Langer for the Reclamation Plan for both the West and East side of the Town sand pit on Town Shed Road. The Selectboard will be signing a contract Wednesday, March 11th, with Mary P. She does not need to visit the West side as she visited it 2 years ago, but will be here Friday, March 13th, to visit the East side. She will be working with Harry Burgess, Pioneer Land Surveying LLC.
- Tom T requested the Selectboard ask Mary P to look at the back boundary line of the west sand pit and calculate out the needed 3 ft. to 1 ft. slope from the abutter's boundary line to be compliant with the sand pit reclamation plan to avoid removing too much sand, only to find out they need to haul material in to get the 3 ft to 1 ft slope, which would be very costly. Also, ask Mary P to cover in her plan what the town would need to do if they wanted to lower Town Shed Road and use the sand from either side which belongs to the town.

- Tom T also suggested that the Selectboard should consider a discussion with the abutter on the West side of the sand pit to see if the town could purchase 10 or more acres of land to extend the sand pit.

Updated Planning and Land Use Regulation Handbook

- Terry M will pick up the 2 books from Steve S by next month’s meeting.

Further work on Application “Packages”

Heritage Trail

- Ruth H asked the status of the mapping of the Heritage Trail. Fred K reported that Paul Goundry had suspended work on the trail during the winter and will proceed this spring.

New Business

Use of Recording Device for Meetings: Storage thereof.

- Terry M will hand off the recorder to Mark M to figure out how it works. Tom T mentioned that the recorder was purchased at Best Buy in Lebanon, NH.

Public Comment:

- No public
- Terry M expressed appreciation to Deb M for her service on the Board and enduring all of us. A true mark of a committed citizen. He also expressed his appreciation to Tom T and wished him the best at Town Meeting. The rest of the Board all agreed.

Invoice, mail, and Business of the Board:

- **Invoices**
 - No invoice
- **Mail**
 - No mail

Meeting Adjourned 7:21 pm

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

Next Regular Meeting of the Orford Planning Board is April 13, 2020 at 6:00 PM at the Town Office – Niles Room.

DEADLINE FOR NEW APPLICATIONS: March 24, 2020.

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, Faith Knapp, Richard Scalesse,
Alternates; _____, *Recording Secretary*; Steve Schneider, *UVLSRPC*