**Town of Orford**

ORFORD PLANNING BOARD

Meeting August 17, 2015

**Present**: Members Ann Green (Chair). Lawrence Hibbard, Chase Kling, Tom Steketee (Select Board Rep), and Harry Osmer, Planning Assistant Vickie Davis (UVLSRPC), Guest, Nate Miller (UVLSRPC) and Tom Thomson of the public.

Absent: Members Andy Schwaegler and Jim McGoff

**Minutes**:

Meeting called to order by Ann Green. Tom Thomson inquired if the Chiasson-Dixon Minor subdivision was on the agenda. Ann told him ‘no” and that no application has been received to date.

**ITEM 1** Review minutes of July 20, 2016:

Following a motion made by Harry O and seconded by Tom S to approve the Minutes of July 20 meeting, an amendment was requested by Tom Thomson who was present at the July meeting. Under “Item 1 Minutes of June 22”, sentence beginning with ‘In Item 5 where it was noted that’…. was amended to read …*.”Tom Thomson said the road is a Class V road and is maintained as town road opened year around*”. Vote to approve minutes as amended was unanimous.

 It was agreed that in the future, all minutes in draft form will be re- issued when approved and will include all approved amendments/corrections.

**ITEM 2** Model Country Lane Shared Maintenance Agreement for review

 A motion was made by Tom S. and seconded by Harry O., to amend the Country Lane Shared Maintenance Agreement form. Ann G. reported that according to Orford’s regulations, this agreement should include “if at some future time, the private owners petition the Town to layout the road, they will improve the country lane to the existing road standards”. Following a brief discussion, Ann G. called for a vote and this additional requirement was passed unanimously.

 **ITEM 3** Review requirements for Ray Clark subdivision approval.

To complete R.Clark’s subdivision, Ann reported that one remaining condition to be met is a letter requested by the Board of Selectmen from an engineer licensed by the State of New Hampshire stating that the cumulative effect of the proposed development on Map 8, 108R Lot 35A, including the country lane and septic/leach field in Zone AE will meet the requirements of Item VIII of Orford’s Flood Plain Ordinance. Ann will advise Ray accordingly.

**ITEM 4**  Map Reading Workshop with Nate Miller (UVLSRPC).

Nate presented a mock subdivision plan and asked members to consider any presenting issues that they, as members of a planning board, might want to have addressed by the applicant before approving.. He also reviewed how to become familiar with the topography of the parcel(s) from the reading of the map. (Chase K. left meeting). Ann thanked Nate for leading the exercise.

Meeting was adjourned at approximately 9 pm.

Submitted by,

Ann Green