

**Town of Milton**  
424 White Mtn Highway  
Milton NH, 03851



**Planning Board**  
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**Meeting Minutes Draft**  
**Zoom Mtg. Recording:**

[https://us02web.zoom.us/rec/share/2eZSJrGzqV9IZ6\\_63vnS6owRob9X6a8hnUW\\_PIFzU08FLiD3G8aP6dkUoFfrCj8](https://us02web.zoom.us/rec/share/2eZSJrGzqV9IZ6_63vnS6owRob9X6a8hnUW_PIFzU08FLiD3G8aP6dkUoFfrCj8)

(Ctrl + click to follow link)

Password: hV5\$Kq7Z

**July 21, 2020**  
**6:30 PM**

*(Note: Due to the absence of a town Planning Board Land Use Clerk there was no Agenda or CIP materials presented prior to the meeting except for the Minor Property Division Application and associated material review and approval. The updated CIP was presented to the meeting members by the Town Planner for Zoom meeting reviewing only.)*

**Members in Attendance:** Brian Boyers, Bob Graham, Lynette McDougall, Joseph Michaud, Jon Nute, Larry Brown (alternate). Also, in attendance, Bruce Woodruff Town Planner

**Absent Members:** Ryan Thibeault, and Matthew Morille

Chairman B. Boyers called the meeting to order at 6:30 pm.

**Public Comment Opened:**

Wanda Sprage, in attendance  
No public comments were made.

**Public Comment Closed**

**Board Business**

**I. Application for Minor/Subdivision**

Surveyor: David Vincent  
Public Attendance: Wanda Sprage

*Copies of the application are available at the Milton Town Hall or the Milton Website at [https://www.miltonnh-us.com/sites/g/files/vyhli916/f/pages/signed\\_application.pdf](https://www.miltonnh-us.com/sites/g/files/vyhli916/f/pages/signed_application.pdf)*

Chairman B. Boyers: Reads the Notice of Public Hearing for the applicant Derald H. Goodwin, Jr. For the property at 157B Nutes Rd., Milton NH 03851. Location of proposed Minor Subdivision is at Farming Rd./Nutes Rd. Total number of acres is 44.5 approx. Number of lot(s) to be created is 1, as a 2.70-acre lot to be used as residential. The intent is to create a residential lot with a 341.67' frontage on Farmington Rd. Chairman B. Boyers refers to Mr. Vencent I believe you represent the Applicant would you like speak on the application?

D. Vencent: Discussed property with defined details from the following documentation: The Minor Subdivision Site Plan, Application for Minor Subdivision Plan, Abutters List, and Wensley, Jones & Azaran Warranty Deed, Slope Easement, and Dept. of Environmental Services Approval documents.

1. Single Residential Property
2. Pre-existing Common Driveway Permit
3. Setback Requirements
4. Located Building Setback
5. No cut lines
6. Described topography
7. Side bank Sloop Requirements
8. Stone wall property division
9. Septic defined and recommended
10. Leach field is estimated as small and in the process of design

B. Boyers: Application is complete asks Town Planner for his recommendation.

B. Woodruff: The application appears to be substantially complete for purposes of acceptance by the Board. Even though the applicant did not request any waivers, the Board should require one on the requirement to survey the entire parcel to be subdivided. Please discuss and vote on this after acceptance during the public hearing as a second step. The first step should be considering and deciding whether this application has a potential for regional impact or not.

B. Boyers: I see no Regional impact to the property.

D. Vencent: There is an original survey of the property enclosed in the Deed. It is referenced and recorded on the plan, D. Vencent shows B. Woodruff where on the plan.

L. Brown: Will Monumentation be done on the new parcel? And is there a copy of the structure on the plan?

D. Vencent: The structure is defined on another plan and monumentation is in process.

J. Nute: Regarding Shared Driveway have you defined the driveway easement to the Abutters.

D. Vencent: Abutters have access to that information on the Driveway Permit, and on the Deed. These definitions are defined in the application and plans. It is a separate parcel.

B. Boyers: I make a recommendation the Application is complete and recommend approval.

B. Woodruff, Town Planner: Acceptance after conditions are identified and included with acceptance of the following:

Planner recommends approval of the subdivision, noting that the surveyor prepared a very complete submittal. Suggested conditions of approval for minor subdivision off Nutes Road and Farmington Road are as follows:

1. The owner(s) shall sign the plat prior to the Chair signing.
2. The southwest corner boundary pin shall be set prior to the Chair signing.
3. Since there are two buildable envelopes on the new lot and the one farther back is only accessible by crossing the wetland on an existing woods road, add a note to the plat stating that a wetland crossing permit shall be obtained prior to building permit application.

B. Woodruff: As Mr. Vencent stated the properties are treated as single separate properties. Mr. Vencent showed this on the plan, and it is defined in the documentation.

L. Brown: Is the 2.7 acres defined as a single-family residence and will not have corridor access or access to Farmington Rd. on the original parcel.

Mr. D. Vencent: We can add to the plan Notes “The new property shall have No Further Access to route 75” and shall be a condition to Approval”.

D. Vencent: Asked Ms. Wanda Sprage, co-owner, are you in agreement with the approvals.

Ms. Wanda Sprage: Agrees with everything and has nothing to add.

Chairman B. Boyers: I see No Reginal Impact to this property.

Chairman B. Boyers: Moves to Make a Motion for No Reginal Impact.

<b>Motions</b>	
<b>Name</b>	<b>Yes</b>
J. Michaud	X
L. Brown, 2nd	X

Chairman B. Boyers: Move to Acceptance on the Application No Regional Impact. Roll call vote.

<b>Motions</b>			
<b>Name</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
B. Boyers	X		
B. Graham	X		
L. McDougall	X		
J. Michaud	X		
Is on the J. Nute	X		
L. Brown, Alternate	X		

B. Woodruff: Reminder to Vote on waiver to not require full survey on old property.

Chairman B. Boyer: Opens Public Hearing, Any questions from the public?  
No public comments are made.

B. Woodruff: Checks emails for public comments from external viewers. No new emails received for comment.

J. Michaud: Makes the Motion to Waive the Survey on the entire property lines.

Chairman B. Boyer: Moves to Make a Motion for the Sub-Division Approval with Waivers.

<b>Motions</b>	
<b>Name</b>	<b>Yes</b>
L. McDougall	X
J. Michaud, 2nd	X

L. McDougall: Reads the Waiver conditions.

1. The owner(s) shall sign the plat prior to the Chair signing.
2. The southwest corner boundary pin shall be set prior to the Chair signing.
3. Since there are two buildable envelopes on the new lot and the one farther back is only accessible by crossing the wetland on an existing woods road, add a note to the plat stating that a wetland crossing permit shall be obtained prior to building permit application.
4. The new property shall have included in the Plan Notes: "No Further curb cut Access to route 75, /Farmington Rd.".

*These Waiver conditions must be met prior to, and for Sub-Division Approval.*

Chairman B. Boyers: Moves to Make a Motion for Approval of the Sub-Division with Waivers.  
Roll Call Vote.

<b>Motion</b>			
<b>Name</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
B. Boyers	X		
B. Graham	X		
L. McDougall	X		
J. Michaud	X		
J. Nute	X		
L. Brown, Alternate	X		

D. Vencent: Before the Plan is finalized, I will update the with waiver exceptions.

Chairman B. Boyers: We have Approval of the Plan with exceptions.

## **II. CIP Review**

B. Woodruff Town Planner: Sent invite to both DPW and Recreation Departments representatives to present recommendations to the Planning Board on their CIPs. Neither department attended the meeting nor sent recommendations. Reviewed Town Planners CIP updated spreadsheet this included 7 failed warrants. This is reflected in the blank columns by the Voters votes on the spreadsheet. Changed discussion points to the color **Red**. Reminder, by the Town Planner, this is the Planning Boards recommendations. Planning Board members continued to adjust the CIP for further review and considerations. Since there was no hardcopy to review prior to the meeting the CIP was reflected in the Zoom meeting minutes for review and change only.

L. McDougall suggested we could not continue projects without information and data from the department heads.

B. Woodruff will notify departments of review status and arrange for further department CIP reviews.

B. Woodruff updated the CIP after the meeting for distribution for our next meeting review.

**Open Tasks (Not Reviewed at this time)**

Note: This is an Access database file snapshot of OPEN Task Reminders to review until completed.

Task List									
Open	Task Title	Priority	Status	% Complete	Assigned To	Start Date	Due Date	Completed Date	Attachment
Open	Interstate Safety Audit for intersection of RT75, Governors Rd. and Nutes Rd.	(2) Normal	In Progress	20.00%	Bruce Woodruff	7/7/2020			0
Open	Setup Discussion with MCC & Planning Board to review Milton's subdivision regulations. Define cost effect conservation easement.	(2) Normal	Not Started	0.00%	Bruce Woodruff	7/7/2020			0

**Other Business:**

B. Boyers: Larry Brown would like to be nominated to finish Peter Haywards term on the Planning Board, remainder of one year.

Bob Graham: Makes the Motion to Nominate Larry Brown to finish out the term of Peter Hayward's one-year term to the Planning Board Committee.

Motions	
Name	Yes
B. Graham	X
J. Michaud, 2nd	X

Chairman B. Boyers: Makes a Motion to Nominate and elect Larry Brown to the position of Peter Haywards remaining term of one year to the Planning Board Committee. Roll call Vote.

Motions			
Name	Yes	No	Abstain
B. Boyers	X		
B. Graham	X		

L. McDougall	X		
J. Michaud	X		
J. Nute	X		

**B. Boyers Notes:** *L. Brown documentation must go into the Planning Board files as a new board member before he is an acting member.*

**Adjourn: Motions passes. Meeting adjourns at 8.15 pm**