

Town of Milton
424 White Mtn Highway
Milton NH, 03851



Planning Board
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Meeting Minutes
September 19, 2017
6:30 PM

Members in Attendance: Peter Hayward, Bob Graham Alt, Brian Boyers, Tim Long, Ryan Thibeault Ex Officio.

Also in attendance, Dana Crossley Land Use Clerk, Bruce Woodruff Town Planner

Excused Members: Joseph Michaud, Bob Bourdeau, Larry Brown

Public Attendance: Fire Chief Nick Marique, Police Chief Richard Krauss, Randy Orvis, Packy Campbell, Jim Shannon, Sharon Buttrick, David Buttrick, Ed Orlando, Randy Orvis

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

B. Graham brought to the board to sit in for absent member B. Bourdeau

Public Comment: Bruce Woodruff spoke to the board as a resident of Milton living at 49 Ashwood Rd, the reason he wanted to talk about item number four is because there is no public hearing component with regards to item 4 per the statute, he asked the board to consider recording the application letter with the notice of voluntary merger document in the motion, because he has an interest in the subdivision plat that will no longer be valid except that his lot line revision was on the plat and the only place where anyone will know while searching at the Registry is to see the letter attached to the notice of voluntary merger, the applicant has noted his (Bruce Woodruff) name in there and called out certain exclusion from the merger. Chairman Boyers noted the public comment.

Public Hearing: 2018-2023 Capital Improvement Program to receive public input per RSA 675:6 & 7: Town Planner B. Woodruff spoke into the record that annually the Planning Board reviews capital expenditure requests and then recommends the program of those capital improvement projects to address needs of the town at least over a six year period, first year being the capital year that you spend money and the five following years be the planning years. He continued that this Capital Improvement Program annual recommendation report is for the Board of Selectmen and Budget Committee, it is a recommendation that they can choose to follow or not, but it does take a lot of burden off those groups by having the Planning Board (or PB committee) do the program if the community wants it, the warrant article has been approved by the public. This is the second year they have been following the step by step procedure, department heads and some committee members come to the board to present what capital needs they have, the board then rates the projects, then ranked the projects and applied some of the policy to where the cut off lays. In the six year period about \$5,630,511.15 with known grants and funding offsets subtracted of capital improvement have been proposed, the planning year projects could change, the town departments have requested \$620,350.67 of funding for 23 capital projects in the

coming capital year of 2018, only 4 of those 23 are scheduled to either construct or purchase something in 2018, the 19 others begin to fund future projects incrementally putting aside the amount for when they need to buy in the future this is to spread out the cost and smooth the impact on taxes. Adding the five current projects to the cost of the 2018 projects the cost \$1,004,499.72, State highway block grants and other offsets in the amount of \$210,783 is subtracted the total because \$793,716.72 total cost. The board recommended funding the proposals 1-19 and 22 for a total of 20 projects out of the 23 in 2018.

Chairman Boyers opened to the public. No public comment, Closed public hearing.

B. Graham moves to approve the 2018-2023 Capital Improvement Program and send copies to Board of Selectmen, Budget Committee, Town Clerk, and Office of Energy and Planning. P. Hayward seconds the motion. All in favor, 2018-2023 Capital Improvement Program approved.

Public Hearing Re: Application for Minor Lot Line Adjustment between David & Sharon Anne Buttrick property located at 194 Jug Hill Road Map 6 Lot 4 and Frances & Edward Orlando property located at 10 Orlando Road Map 6 Lot 3, Milton Mills NH, in the Low Density Residential Zone:

Randy Orvis of Geometric Blue Hills on behalf of the applicants presented the lot line adjustment request. R. Orvis explained to the board the lot line adjustment request, Mr. Orlando owns about 24 acres, and the Buttrick's own 5 acres, the proposal is to make the back 22 acres of Orlando's land will become part of the Buttrick's land, leaving Orlando with a 2 acre lot. He continued that the back portion of the land is under conservation easement with the Society for Protection of New Hampshire Forests and nothing would change there, the land would still be subject to the conservation easement deed, the Buttrick's have considered putting more into conservation but that will be decided later.

T. Long questioned the purpose of change. The Buttrick's replied that they want to purchase the backland to protect their house, for hiking, cross country skiing, etc. they have been in conversation with the SPNHF about possibly extending the easement but since they do not own the land yet they cannot have serious conversation yet.

Chairman Boyers read the submitted questions and comments from Town Planner B. Woodruff. He questioned if the conservation easement in favor of the Society for Protection of New Hampshire Forests needs to be revised because of the ownership change for their easement area. R. Orvis replied that portion of the property is subject to the easement and the heirs and assigns forever and does not see any reason to have to revise it, just a change of ownership on the fee title. Sharon Buttrick replied they have reviewed it, seen how it is reflected on Orlando's deed and they want to purchase it and except it knowing it will always be in conservation.

B. Woodruff suggested the following conditions to the board: Signature lines for each of the owners' shall be added to the plat, and said owners shall sign the Mylar of the plat prior to the Planning Board Chair signing. The new boundary corners shall have monuments set and certified by the surveyor prior to the Planning Board Chair signing the plat. Addresses for the subject lots shall be added to the lots and to the title block on the plat prior to the Planning Board Chair signing the plat.

R. Orvis questioned the additional address spots, that they are included in the notes. B. Woodruff replied they are supposed to be there per subdivision regulations. R. Orvis noted that Strafford County does not record Mylars and would only supply one if the board requested it. The Mylar was deemed unnecessary the original being used would be fine.

T. Long motions to approve the lot line adjustment between David & Sharon Buttrick and Frances & Edward Orlando with the following conditions:

1. **Signature lines for each of the owners' shall be added to the plat, and said owners shall sign the plat prior to the Planning Board Chair signing.**
2. **The new boundary corners shall be have monuments set and certified by the surveyor prior to the Planning Board Chair signing the plat.**
3. **Addresses for the subject lots shall be added to the lots and to the title block on the plat prior to the Planning Board Chair signing the plat.**

R. Thibeault seconds the motion, board vote: in favor, motion carried and lot line adjustment approved.

Chairman Boyers noted that when R. Orvis brings the plan in to be signed there will be a copy of the recording fees at that time. S. Buttrick asked if the fees were part of the fees that were already paid. Chairman Boyers replied no because the recording fees are to be paid to the Registry of Deeds.

Request for a Voluntary Merger: Tax Map 43, Lots 27-3, 27-4, 27-5, 27-6, 27-7, 27-8, 27-9, 27-10 by JIP Construction, LLC: Board reviewed submitted request. T. Long questioned the purpose of the merger. Attorney Jim Shannon explained that Mr. Campbell is the principle of JIP and the merger is to combine a subdivision that was not completed back into one parcel. T. Long questioned if they are going to build on the one parcel. J. Shannon replied that the applicant does not know if he will or not, but is not doing the subdivision any more. Packy Campbell (representative of JIP Construction, LLC) commented technically merging the lots to get rid of the roadway, but not necessarily undoing the prior subdivision that still is a matter of public record and there are some lot line revisions related to that subdivision, so this is a merger of the 8 lots created per the subdivision. B. Graham asked the purpose of the easement. Attorney Jim Shannon replied it was an easement for a cistern, it was built on a portion of the property that abuts Mr. Woodruffs (49 Ashwood) on Ashwood Road and the easement was for the Town so that fire would have access and be able to use it.

T. Long motions to approve the voluntary merger and record the application letter with the voluntary merger at the Registry of Deeds. B. Graham seconds the motion. All in favor. Voluntary merger approved.

The Chairman, Vice Chairman and Packy Campbell signed the voluntary merger document. J. Shannon asked the secretary how long it takes to record the merger. She replied that the Town needs a check payable to the Registry of Deeds, but was unsure of the cost at the moment. J. Shannon asked her to email him with the cost the following day. She agreed.

Master Plan Next Steps: Review and Condense Natural Resource Chapter Draft: B. Woodruff questioned the board, the document refers to the State of NH, there are many cases it has nothing to do with Milton, and wants to know if the board wants him reduce the verbiage that has nothing to do with Milton. P. Hayward only looked at the executive summary because anything important in the original document must be in the summary, did not find anything necessary in the first 12 pages and more places that can be reduced. Board was in consensus to condense the document.

Town Planner Comments: B. Woodruff noted that the questioned B. Graham asked about easements for the voluntary merger, the attorney did not tell the board of all the easements, but it is noted in the verbiage of the letter that is additionally being recorded.

Approval of Minutes: September 5, 2017 meeting minutes: P. Hayward moves to approve the minutes. R. Thibeault seconds the motion. All in favor (T. Long abstained) motion passed.

Other Business: The next meeting is October 3rd 2017.

B. Graham motions to adjourn, P. Hayward seconds the motion. All in favor meeting adjourned at 7:02 pm.

Respectfully submitted,

Dana Crossley
Land Use Clerk