

Town of Milton
424 White Mtn Highway
Milton NH, 03851



Planning Board
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Meeting Minutes
August 21, 2018
Emma Ramsey Center
6:30 PM

Members in Attendance: Joseph Michaud, Peter Hayward, Brian Boyers, Ryan Thibeault Ex. Officio, Lynette McDougall, Also in attendance, Dana Crossley Land Use Clerk, Bruce Woodruff Town Planner

Excused Members: Larry Brown, Matthew Morrill, Bob Graham

Public Attendance: Steve Baker, Wayne Sylvester, Joel Ponte, Rhonda Burke, Richard Burke, Jen King, Deborah Blair, Robert Silva, Thomas McDougall

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

Public Comment: None

Continued Public Hearing: Request to Renew Excavation Permit for Pit 5, Jones Brook LLP Owner, Eastern Materials, Excavator, property located on Jones Brook Rd off White Mtn Highway, Tax Map 22 Lot 17 located in the Excavation Overlay District: George Szibirk submitted an update to the board informing them that Land Tech is doing the field work during mid-August, are backed up on the computer drafting but expect to have plans in September, requested to continue the public hearing to the second meeting in September. P. Hayward motions to continue to September 18, 2018 at 6:30pm. J. Michaud seconds the motion. All in favor, motion carried.

CIP 2018-2024 Process:

- *Review Ratings and Rankings:* B. Woodruff explained the ratings and rankings is a result of the ratings from new projects and adding in the same ratings from last year for some projects that the projects stayed the same that the board agreed to keep the same (these projects are the ones that ask for the same incremental amount). Touched upon the Roll Off truck that the board may want to reconsider because it has no effect on tax rate, being the funds come from the Transfer Station Revolving fund, or if there are other projects the board wants to adjust the rank of it. Looking for board approval of the sheet and if they want to establish a cut off for funds they ask the town for. Board discussed the projects. R. Thibeault felt the boat ramp should not be recommended this year again, stated that might feel differently about the project if it was being funded by the Rec Revolving Fund. Discussion of a cut of amount of money. Chairman Boyers feels it should be left as is and send to the Board of Selectmen and Budget Committee. B. Woodruff explained they also need to submit a report with the spreadsheets. Board was in agreeance and good with the Ratings and Rankings form.

- *Discussion of Annual Report Narrative:* B. Woodruff provided an outline for the board to review for the narrative. Board discussed different aspects of projects, what projects they want more information to be listed into their report to the BOS and BC.
 - Overview bullets that highlight the program's advances over last year and major improvements in process.
 - Real positive progress was made with regard to setting up and continuing the policy of incremental annual funding based on the expected life of equipment or vehicles, so all funds will be ready when needed with no spikes to tax payers. (Board agreed with this statement)
 - Outreach to BOS and Sewer Dept. successful in that the idea of planning for capital needs has to begin with inclusion into the CIP. (Board was in agreeance with this statement)
 - Board felt the process is getting better.
 - Bullets that explain why you ranked or recommended certain actions on individual projects.
 - Roll Off Truck from Transfer Station Rev.
 - Road Construction increase and off-set by Highway Block
 - Sewer Capacity & Expansion Analysis no cost for capital year
 - Police Cruiser purchase from Police Detail Rev.
 - Pumper Tanker Engine 4, was denied last year by voters, explain the lease changes in this proposal
 - DPW Garage Engineering, explain importance
 - Boat Ramp concern of the funds that could be used from the Rec Revolving Fund (Chairman Boyers asked for a vote on not recommending the boat ramp again this year. 4 in favor of not recommending, the boat ramp will not be recommended)
 - GIS System update
 - Replacement of Self-Contained Breathing Apparatus- last year
 - Bullets that discuss participation by depts. Or agencies-good or bad
 - Progress made to a certain point with School District
 - Outreach/education needed for the Water District
 - Sit-down with the Sewer Superintendent helpful
 - Bullets that outline what you want to happen next year or in the future
 - And finally, bullets with your overall recommendation for the capital year, 2019.
 - Discussion of a year on year analysis
- B. Woodruff explained the report should look similar to last years, will try to have a draft for the board by next meeting. Noted that the board is about a month behind on the schedule.

Discussion on revising table of permitted uses re: special exception uses: Planning Board reviewed Article III Section 3.5 Table of Principal Uses Table, specifically focusing on the items that require special exceptions. B. Woodruff explained to the board that for each special exception required it should have its own criteria that should be met, to do that for all the SE's in the ordinance will make the MZO extremely long, addressed some of the SE's that don't make a lot of sense, noted that does not advise changing campgrounds from SE requirement but that it

should have specific criteria. Questioned if the board would wanted to take on the task of revising the table this year, next year. Many board members were in favor of working on the task this year. B. Woodruff requested that the board take the time to look over the table and read the criteria and zone definition, advised again that each SE should have its own specific criteria to be met. Chairman Boyers felt the board should go through the list and discuss each of the listed Special Exceptions. Board will continue to review the Table of Principal Uses and work on updating for a zoning amendment.

Town Planner Comments: B. Woodruff noted that board has been given the draft agreement for the On-Call Engineer Dubois and King, D. Crossley explained that they met with Scott Bourcier to go over the contract, made appropriate revisions and S. Bourcier provided an updated copy, explained the contract would be for 2 years but the board has the option to end the contract whenever if they so choose. B. Woodruff felt it was a good contract.

J. Michaud motions to have the chair sign the contract. P. Hayward seconds the motion. All in favor, motion carried, Chairman Boyers signed the contract.

B. Woodruff updated the board that the Exit 17 Gas Station plans have been signed the applicant has agreed to get the last bits of paper work in and those items will be settled before the building permit is issued, a pre-construction meeting is taking place on Thursday the 23rd, with the signing of the contract with Dubois and King they will be joining the meeting and doing construction inspections.

Approval of Minutes: August 7, 2018- R. Thibeault motions to approve, J. Michaud seconds the motion all in favor, motion carried.

Other Business: D. Crossley informed the board that there are the 2018 Municipal Law Lecture Series coming up and if anyone is interested to let her know and she will get them signed up for the conference.

J. Michaud motions to adjourn. R. Thibeault seconds the motion all in favor meeting adjourned at 8:14pm.

Respectfully submitted,

Dana Crossley
Land Use Clerk