

**Town of Milton
Planning Board
Tuesday, September 02, 2014
Milton Town Hall
6:30PM
Meeting Minutes**

Members in attendance: Chairman Brian Boyers, Tom Gray, Bob Bordeau, Larry Brown, Joe Michaud, Robbie Parsons and Bob Graham (alternate). Absent with excuse was Peter Hayward.

Public in attendance: David Levin, Jerry Coogan, Bob Carrier and Eric Knapp.

Chairman Boyers called the meeting to order at 6:30pm and appointed Bob Graham as a full voting member.

Public Comment

None

Approval of Minutes

T. Gray motioned to accept the August 20, 2014 minutes. J. Michaud seconded the motion. R. Parsons abstained. Motion carried.

Discussion on Master Plan & CIP

Town Planner, Jerry Coogan stated he has been working on the Master Plan and is hoping to have a rough draft by fall. Recommendations from the Master Plan will be incorporated into the CIP. Discussion on CIP being adopted in 2004. L. Brown questioned whether or not it specifically said it was adopted in conformance to authorize the Planning Board or governing body to prepare and amend a recommended program of municipal capital improvement projects projected over a period of 6 years and stating RSA 674.5. From what he understands if it doesn't say that in the warrant it isn't sufficient. The Town Administrator is waiting for a response from the Town Attorney on this.

Jerry had information on the purpose and process of the CIP from the NH OEP which he gave out to the board members. He stated the CIP should be based on information submitted by the departments and take into account public facility needs indicated by the prospective development shown in the Master Plan. The MP should identify some deficiencies within the expansion and maintenance of infrastructure such as water, sewer, roads, etc. The purpose is to find out what are the changes since last time MP was done. There has been talk about extending water and sewer up to Exit 17 and that would be a logical thing to add to the CIP.

Jerry stated the Planning Board has to reach out to all departments to identify their needs. He then asked if they want to get the schools involved. Larry mentioned the only CIP issue for the school would be if they are going to add an addition.

It was discussed the Milton PB or a CIP Committee is responsible for preparing the CIP. R. Parsons stated if the PB can do it he doesn't see why they shouldn't. B. Bordeau's concern is the CIP has a lot of money issues and are they taking the budget committee's role.

L. Brown explained every MP is a policy document and a road map or template. It is used to discuss and shape the basic services of the Town for public health, safety and welfare. It is also the citizen's "vision statement" of the character and make-up of the town and how town functions and budgets affect and shape that vision. Town Department's competing for an uncertain slice of an uncertain pie have little reason to pool their resources over time when every budget is at risk every year. The way out of that dilemma and the road map to do it is the CIP.

Jerry went on to explain the timeline of planning tasks and the responsible parties for each. He recommended using a project proposal form for each department to use and discussed types of capital improvement projects. Jerry noted if the CIP 6 year schedule is overly ambitious, it might be a "turn off" for some people. Resident Eric Knapp stated it has to be transparent or people will vote no.

Chairman Boyers asked is it the opinion of the Board that we postpone the CIP until next year but continue working on it regularly. It was decided if the board has the authority they should go forward. They are waiting for an answer from the Town Attorney. Jerry will meet with the Police Chief, Fire Chief and Public Works Director to go over the CIP in more detail.

Discussion on Zoning

Brief discussion on the Zoning maps needing to be updated. It was discussed with the Town Attorney that you cannot have an overlay of two different zoning districts in one area such as the Commercial/Residential overlaying the High Density Residential Zone. Kim has gotten a disk from SRPC and forward it onto Charlie Karcher who will work on updating the maps. L. Brown stated they need to make sure every map and lot that is delineated at an intersection is on record for what zone it belongs in. Chairman Boyers stated it is the plan to update the definitions of the zones also.

Other Business

None

T. Gray motioned to adjourn at 7:25pm. B. Bordeaux seconded motion. Motion carried.

Respectfully submitted,

Kimberly Ladisheff
Land Use Clerk