

**Town of Easton
Planning Board Meeting - Special Meeting
August 15, 2018**

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Planning Board:

Denys Draper – Chair – <i>Present</i>	Tom Boucher (Alternate) – Not Present
Anita Craven – Present	Jim Collier (Alternate) – Present, Not Seated
Bob Lamanna – Present	Bob Thibault (SB ex-officio Alternate) – Present, Seated
Frank Woodruff – Present	
Zak Mei (SB ex-officio) – Not Present, present at 8:00 PM, not seated	

Public in Attendance: Roy Stever, Debbie Stever, Toni Woodruff, Scott Viveiros, Ed O'Brien, Tara Bamford

The meeting was called to order at 7:03 PM by Denys Draper.

Denys Draper seated Bob Thibault as the SelectBoard ex-officio member.

Minutes

- Anita Craven moved to discuss the Master Plan as the first item on the agenda. Bob Lamanna seconded. All in favor. None opposed. Passed.

Master Plan

- Tara Bamford distributed a document titled, "Chapter 2. Community Profile" noting that with small towns, census data is often wrong and it's important to view the Community Profile.
- The board read the report discussing socioeconomic trends, employment, income, housing, and tax base.
- Tara Bamford will create a summary pulling the main points out of the data.
- Bob Lamanna asked the board to take a closer look at this document and be ready to discuss more at the September meeting
- The Board assigned "facilities" to each member who will write a general summary of what is there, what happened recently and anything that needs to happen in the next 10 years in relation to how the town is expected to change.
 - Schools - Denys
 - Cemetery - Anita
 - Solid Waste - Frank
 - Recreation - Anita

- Healthcare - Frank
- Utilities - Bob L
- Transportation, Water & Sewer - Tara
- Fire and Emergency Services - Zak
- Town Hall and Library - Zak
- Master Plan Survey
 - Last Thursday, 315 Master Plan surveys were mailed.
 - A message will be added to the town sign asking residents to complete the survey. A link to the online survey will be added to the town website. Anita Craven will ask Maria Hynes to email the Kinsman Valley Club.
 - Tara will attend the next meeting on September 6 and pick up the surveys.
 - The board thanked Tara Bamford for her work on the Master Plan.

Minutes

- Anita moved to accept the August 2 minutes. Frank seconded. All in favor. None opposed. Passed.

Planning Board Business

- Denys Draper asked about the progress of the Nix request. Claire Mei replied that she needed a list of the website revisions and then file can be mailed.
- Denys Draper stated her opinion that the July 5 nonpublic session was “illegal”.
- Bob Thibault suggested Denys Draper ask the NHMA what best remedy is for moving forward.
- Bob Lamanna moved to table the discussion until a remedy has been found with the NHMA. All in favor. None opposed. Passed.

SubDivisions

- Denys Draper asked if Zak had registered the Schibanoff and T&T Mountain Investment subdivisions. Claire Mei replied that he had and that Zak would have more information on it.
- **Viveiros SubDivision One**
 - Denys Draper stated that the Selectboard has asked the Planning Board to review the recently-submitted Viveiros road plan so that an engineer can be hired. Having a road plan was a condition of the subdivision approval.
 - Anita Craven observed that it was not an engineer’s road drawing.

- The board discussed lots shown on the map and not shown on the map, and which lots would abutt the proposed road, road specifications, grade percentages, dimensions, and curves.
 - The board discussed the statement written on the left side of the map and determined that the phrase “all owners” is confusing. With the current statement, only the lots shown on the map would pay the maintenance of the road, not all of the lots shown on the original map.
 - Frank Woodruff noted that the board asked Mr. Viveiros to produce additional drawings to show how the road would be built and shared his opinion that map is acceptable for what the board asked.
 - Anita Craven stated that this road plan would not meet town specifications and regulations and read road design criteria from section IV on page 22.
 - Frank Woodruff replied that Appendix A is what Mr. Viveiros had on his original design criteria, the board asked for more, and this road plan is more.
 - Anita asked that the record show she believes this is totally inadequate because it is not based on the minimum standards.
 - Clarification on specific issues with the drawing:
 - 1. There is no engineer stamp on the road plan.
 - 2. The note on the left side is needs to be modified.
 - 3. Lot numbers need to be labeled including Lot 30A, 30A1, 30A2, Lot 30A4, and Lot 26.
 - Bob Thibault suggested editing the note to read, “every lot serviced by Pine Needle Lane shall pay an equal share of road maintenance regardless of lot size.”
 - Scott Viveiros expressed his disagreement with the previously discussed points.
 - Denys Draper will write a letter to Mr. Viveiros stating the issues.
- **New Viveiros SubDivision (Two)**
 - The board received a new subdivision application from Sandra and Scott Viveiros during town business hours on Thursday, August 9.
 - It was determined the secretary will send abutter notices, survey/engineer notices and post public notices for this application.

Viveiros Subdivision One

- Scott Viveiros asked Anita if she was stopping the sale of two lots that don't abutt Pine Needle Lane and stopping the sale of his home. Bob

Thibault noted the state law Anita had referred to in her letter, advising Mr. Viveiros to read the regulations.

- Scott Viveiros noted that only four lots abutt the road and the other lots have nothing to do with the road, to which all of the approval conditions relate.
- It was clarified that when Denys Draper recused herself at the July 19 meeting, Anita Craven became the chair and signed the mylar with the conditions. Because of this, Anita sent the notice of decision to Sandra and Scott Viveiros and added a note on her own referring Mr. Viveiros to read the entire section VI of the Easton Subdivision Regulations regarding the land transferred or sold. This was written only as advice.

Bob Thibault moved to close the meeting at 9:30 PM. Anita seconded. All in favor. None opposed. Passed.

Next Planning Board Meeting – September 6, 2018 at 7pm

Respectfully submitted,

Claire Mei
Secretary to the Easton Planning Board