

**Town of Easton  
Planning Board Meeting  
April 4, 2019**

**DRAFT COPY**

**Planning Board:**

Anita Craven (Chair) – Present	Tom Boucher (Alternate) – Present, Seated
Bob Lamanna (Vice Chair) – Present	
Ned Cutler – Present	Jim Collier (Alternate) – Not Present
Laura Sabre - Not Present	Bob Thibault (SB ex-officio Alternate) – Present, Not Seated
Zak Mei (SB ex-officio) – Present	

**Public in Attendance:** Toni Woodruff

Anita Craven opened the meeting at 4:04 PM.

Tom Boucher was seated.

**Administrative**

- Ned Cutler moved to elect Anita Craven as Chair of the Planning Board. Bob Lamanna seconded. All in favor. None opposed. Passed.
- Anita Craven moved to elect Bob Lamanna as Vice Chair of the Planning Board. Ned Cutler seconded. All in favor. None opposed. Passed.

**Approval of Minutes**

- Ned Cutler moved to accept the March 7, 2019 minutes as written. Bob Lamanna seconded. All in favor. None opposed. Passed.
- Bob Lamanna moved to accept the March 28, 2019 minutes as written. Ned Cutler seconded. All in favor. None opposed. Passed.

**Old Business**

- The board identified pending issues:
  - The Master Plan is going as scheduled.
  - The board will address the zoning ordinances and subdivision regulations methodically after the Master Plan is complete.
  - The subdivision application will be revisited after zoning ordinances and subdivision regulations are updated.
  - The PB discussed the placement of optional guidelines in the zoning ordinances.
  - The Planning Board will order the new NH state book for Planning Boards when it becomes available.
  - The board will ask Tara at the April 25 meeting of any major planning-related RSA changes in the past five years.
  - Zak Mei will update the town website with the latest version of the town zoning ordinances as amended at the 2019 Town Meeting.

- The board discussed the 1300-foot delimitation for Ridgeline areas, which works well for the northern part of town but not as much for the south.
- Zak Mei suggested revisiting Anita's Planning Board suggestions presented in November 2016. At that time, other priorities took precedence.

**New Business**

- The board discussed potential alternates for the Planning Board.
- The new Planning Board meeting time will be 6:00 PM on the first Thursday of the month.
- The board determined that The Courier is the best option for publishing notices.
- Anita Craven asked the board to read through the Planning Board [Procedures](#) found on the town website.
- An application for a voluntary merger was presented. Anita Craven will verify that the ownership listed on each deed is identical.
- The board discussed the current use tax. Any changes after April 1 will be processed in the next year.
- Anita Craven read information from Grafton County on workforce housing, RSA 674:58-61, noting that Easton is compliant. The board will also discuss this with Tara at the next Master Plan meeting.
- There is a free Planning Board Training on Saturday, April 27 in Stratford on the basics of running an efficient Planning Board meeting. The board determined that a three-part lecture series that usually takes place in the fall is more appropriate. No schedule, topics or dates have been announced for the lecture series.

Ned Cutler moved to close the meeting at 5:48 PM. Zak Mei seconded. All in favor. None opposed. Passed.

**Next Meetings:**

Special Master Plan Meeting – April 25, 2019 at 6:00 PM.

Regularly Scheduled Planning Board Meeting – May 2, 2019 at 6:00 PM.

Respectfully submitted,

Claire Mei  
Secretary to the Easton Planning Board