



**TOWN OF MADISON
PLANNING BOARD
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**PLANNING BOARD APPROVED MINUTES
JULY 11, 2018**

MEMBERS PRESENT: Chairman Marc Ohlson, Paul Littlefield, David Cribbie & Paul Marks
Selectman John Arruda , Alternate Phil LaRoche

MEMBERS EXCUSED: Andrew Smith

OTHERS PRESENT: Colleen King, Land Use Administrator, Carol Dandeneau

POSTING DATES AND LOCATIONS: June 26 & July 5, 2018 at the Madison and Silver
Lake Post Offices, and Madison Town Hall, upper and lower levels.

CALL TO ORDER: Chairman Ohlson called the meeting to order at 7:00pm.

ELEVATION OF ALTERNATES: Mr. Cribbie made a **MOTION** to elevate Mr. LaRoche to
a full member of the Board; seconded by Mr. Marks. All Approved.

APPROVAL OF THE AGENDA: Mr. Littlefield made a **MOTION** to approve the agenda;
Mr. Cribbie seconded. All Approved.

APPROVAL OF JUNE 6, 2018 MINUTES: Mr. Cribbie made a **MOTION** to approve as
amended; seconded by Mr. Marks. All Approved.

PUBLIC COMMENT: Mr. Ohlson opened the meeting for Public Comment.
Hearing no comments, Mr. Ohlson closed the Public Comment portion of the meeting.

PUBLIC HEARING: None

NEW BUSINESS:

Preliminary Review Case # 18-04 Subdivision Application Agent Ronald Briggs of Briggs
Land Surveying, for property located at 680 Tasker Hill Road, Map203/ Lot 19, owned by
Franklin and Jane Hubbell in the Rural Residential District, to subdivide a 22 acre parcel into 2
lots of 5 acres and 17 acres, using existing road frontage.

Mr. Ohlson reviewed the procedure for a Preliminary Review Application and then stated that he is an abutter to the owner's legal residence but not to this particular parcel. Therefore, he recused himself as a voting member for this case. Although Mr. Briggs was not present, the Board reviewed the preliminary plans and consensus was that there was no concern at this time. Mr. Briggs plans to make a formal Preliminary Review presentation at the August 1, 2018 meeting.

Class VI Road Waivers

Mr. Ohlson explained that per RSA 674:41, the Planning Board is asked to review and comment on all Class VI Road Waivers, which come before the Selectman. There are 2 Class VI Waivers for review and comment tonight.

Map 112/ Lot 10 Brookstone Lane in Banfield Hollow subdivision is a private road.

Mr. Cribbie confirmed that Road Waivers are required for both Class 6 and Private Roads.

Mr. Littlefield stated that although Banfield Hollow is an approved subdivision, the Town does not own the road yet. Mr. Ohlson agreed and the road is built and paved to Town specifications.

Mr. Cribbie stated that the RSA requires a Road Waiver if the Town does not own the road.

Mr. Arruda suggested forwarding the Waiver to the Selectmen for signature.

Map 223/ Lot 2 This lot is located off Modoc Hill Road and Churchill Road. Mr. Arruda confirmed that Modoc Hill is a Class VI Emergency Lane. Mr. Cribbie stated that the approach on to Modoc Hill is very steep and in the springtime, it is extremely muddy. The driveway is better positioned off Churchill Road, as planned. Mr. Ohlson stated there does not seem to be any impact with this Class VI Waiver and that it be forwarded to the Selectmen with 'No Comment'.

CHAIRMAN'S REPORT: Nothing new to report but asked Mr Arruda if there was an update on the Ledge Pond situation.

SELECTMEN REPORT:

Ledge Pond Road - Mr. Arruda reported that the Madison Fire Dept. and the Madison DPW have done inspections to determine the accessibility of emergency vehicles on that road. The Board of Selectmen will be discussing this and the status of road at their next meeting.

Mr. Ohlson asked Mrs. King to write a letter to DES asking for an update on the status of the DES complaints. DES did issue a Cease and Desist in the Jan/Feb timeframe.

Energy Advisory Committee - The Board is working with them on plan to install photovoltaic solar panels to supply the Municipal and School buildings with energy. If accepted, this will require a vote at Town Meeting.

DPW Paving - Mr. Arruda reported on the proposed paving of Colby Hill Road, West Shore Drive, and West View Drive. There are many roads in town in need of paving.

DPW Purchases - Mr. Arruda reported that the DPW Director purchased a large tank to hold liquid calcium chloride to be sprayed on the road surfaces. The granulated chloride is not being used anymore. Mr. Littlefield asked where the granulated chloride went that the DPW had that was left over from last year and commented that the bottom of vehicles will rust out 3 times faster with this new brine liquid. Mr. Arruda agreed. There was more discussion regarding unplanned purchases under **CIP** (see below.)

ADMINISTRATION/CORRESPONDENCE:

Updated Zoning Ordinance - Mrs. King plans to have this completed for the August meeting.

Board Vacancies – There is a full Board member vacancy replacing Mrs. Downs

Northstar Performance – Mrs. King received a DOT inquiry to allow Northstar Performance to be a NH State Motorcycle Inspection Station. This business is already an approved motorcycle and small engine repair location. Mr. LaRoche stated that there doesn't seem to be Zoning issues. Mr. Arruda stated that there is no impact at all as it is a repair shop now. Mr. Marks agreed there is no change of use. Mr. Ohlson asked Mrs. King to complete the DOT inquiry and mail it to NH DOT.

CIP – Mrs. King asked the Board for input on the CIP. Although this is a Planning Board function, the completion of the CIP takes more time and effort than she can spend.

Mr. Ohlson inquired if Mrs. King had enough time to complete this project. With the hours allotted now in the budget, there is no extra time to individually complete it.

Mrs. King expressed a concern that although the RSA lists the CIP as a Planning Board tool for town planning needs and to maintain a stable tax rate, the issue is whether the Town really utilizes it. Is the CIP a 'Wish List' or a realistic 'Need List'?

Mr. Ohlson asked if Mrs. Downs spent over 20 hours on previous years' CIPs.

Mrs. King believed that it was in excess of 20 hours to complete it. Many hours were spent doggedly tracking down Department Heads to submit realistic numbers and then inputting these numbers onto the spreadsheets.

Mr. Arruda stated that the DWP Director is creating his own spreadsheet for all his equipment.

Mrs. King said that instead of recreating his own spreadsheet, he should use the current CIP spreadsheet format; otherwise she will have to convert it to the CIP format and that is a waste of time, money and effort.

Mr. Cribbie asked who is on the CIP Committee besides Mrs. King. No one else is on the committee currently. He suggested that next year the process should start in early May 2019.

Mr. Ohlson stated that all capital improvements and expenditures should be tracked and he does not remember the big tank at the DPW garage being on the CIP.

Mr. Arruda stated that it came out of DPW budget and there was no impact.

Mr. Ohlson disagreed; the integrity of the CIP is impacted and expenditures, such as the large tank that was recently purchased by the DPW Director, should have been on the CIP or not purchased until the following year. Mr. Ohlson stated that if the CIP is not followed, then the Planning Board should not be asked to complete it.

Mr. Littlefield stated that all Department Heads need to be realistic as to what is on the CIP, not view it as a 'candy store' and that the Board of Selectmen need to insist on full cooperation in completing the CIP. The CIP is a tool which helps run the Town and keeps the tax rate stable.

Mr. Arruda asked Mrs. King to email out the current CIP with a letter to all Department Heads requesting that they prioritize their needs and update the CIP for the next 7 years and it needs to be completed and return by Thursday August 30, 2018. He suggested adding this line to the end of the letter "Failure to comply may result in your department being de-capitalized in Year 7.

ADJOURNMENT: Mr. Cribbie made a MOTION to adjourn; Mr. Littlefield seconded.

Meeting adjourned at 8:15pm

MINUTES TAKEN BY: Colleen King, Land Use Administrator

These minutes were APPROVED at the August 1, 2018 meeting.

Madison Planning Board
Approved Meeting Minutes
July 11, 2018
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