



**TOWN OF MADISON
PLANNING BOARD
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**PLANNING BOARD MINUTES
March 5, 2025**

MEMBERS PRESENT: Marc Ohlson, Chairman, Paul Marks, Vice Chair, Karl Nordlund, Paul Littlefield, Dave Cribbie, Tia Gagnon, Alternate, Adam Price, Selectboard Rep.

MEMBERS EXCUSED: None.

OTHERS PRESENT: Kasia Scontsas, MadTV, Katharine Young, Land Use Boards Administrator, Ronald Briggs, of Briggs Land Surveying

CALL TO ORDER: Chairman Ohlson called the regular meeting of the Madison Planning Board to order on March 5, 2025 at 7:00 pm.

ELEVATION OF ALTERNATES: Chairman Ohlson entertained a motion to elevate Gagnon, Alternate, to a full voting member of the board.

Motion by Cribbie, seconded by Littlefield to elevate Gagnon, Alternate to a full voting member. The motion was voted on and passed **unanimously**.

APPROVAL OF AGENDA: Chairman Ohlson asked for a motion to approve the Agenda.

Motion by Cribbie, seconded by Marks to approve the Agenda as presented. The motion was voted on and passed **unanimously**.

APPROVAL OF FEBRUARY 5, 2025 MINUTES:

Motion by Marks, seconded by Nordlund to approve the February 5, 2025 minutes as written. The motion was voted on and passed **unanimously**.

After the Agenda was approved, Cribbie requested that the Agenda be reorganized to address the Preliminary Review for Case #25-1 before Other Business so that Mr. Briggs would not have to sit through other matters.

Motion by Cribbie, seconded by Nordlund to reorganize the Agenda and allow Ron Briggs to present Case #25-01, Preliminary Review before Old Business. The motion was voted on and passed **unanimously**.

PUBLIC COMMENT: Chairman Ohlson opened and closed the public comment portion of the meeting, noting there were no public comments.

NEW BUSINESS:

Case #25-01 - Preliminary Review – for Ronald H. Briggs, of Briggs Land Surveying, agent for Harold R. Whitaker and Vicki L. Fadden, for property located on Maple Grove Road, Tax Map 238, Lot 1-1 for subdivision of a 216-acre parcel into two seven acre lots.

Ron Briggs presented the proposal to subdivide the property into two seven-acre lots plus a 202-acre remainder lot. He discussed potential waivers needed for topography and boundary survey requirements. Briggs proposed providing topography for the two seven-acre lots and seven acres of the remainder parcel.

The board discussed several aspects of the proposal:

- Current use status and penalties upon subdivision
- Existing snowmobile trails and plans to perpetuate their use
- Recent timber harvesting and road improvements
- Wetlands and drainage on the property
- Driveway permits and access considerations for the lots

The board advised Briggs to submit formal waiver requests for the topography and boundary survey requirements using the town's waiver request form. They also suggested obtaining clarification from the road agent regarding use of the Class VI road for access and getting driveway permits for all proposed lots.

Board members expressed general support for the concept but requested additional details and formal waiver requests before making any decisions. Briggs agreed to provide more information at a future meeting.

OLD BUSINESS:

Coleman's Pit – Update, if any: Young stated she has reached out to the Planning Board attorney via email but has not heard back from her and is hopeful to have an update for the April meeting.

Master Plan – Update from Gagnon: Tia Gagnon provided an update on the Master Plan process:

1. Formation of Steering Committee: Gagnon presented to the board a list of proposed members for the Master Plan Steering Committee. The board discussed the composition of the committee and voted to Notification Process: Gagnon reported she had notified the Office of Planning and Development about the town's intent to update the Master Plan. She still needed to formally notify the Regional Planning Commission.
2. Survey and Public Engagement: Plans for a public survey were put on hold to allow the new steering committee to review and finalize the questions. Gagnon mentioned considering having an informational presence at the upcoming town meeting to educate residents about the master plan process.
3. Funding Article: There was discussion about the \$25,000 Warrant Article for the Master Plan update. Board members agreed to mention the steering committee formation when presenting this article at town meeting.

Motion by Littlefield, seconded by Marks to form a Steering Committee to update the Master Plan. The motion was voted on and passed **unanimously**.

Motion by Marks, seconded by Nordlund to nominate the list of members presented by Tia Gagnon to the steering committee which are listed as follows:

1. Marc Ohlson, Chairman, Planning Board
2. Paul Marks, Vice Chairman, Planning Board
3. Tia Gagnon, Alternate, Planning Board
4. Chief Jim Hayford, Madison, PD
5. Pastor Drew Anderson
6. Heather Woodward, Principal of MES
7. Michael Brooks, Town Clerk Tax Collector, Madison Fire Chief and Fire Warden
8. Cheryl Littlefield, Library Trustee
9. Aysia Wellinghurst MadTV
10. Isaak Wellinghurst, Resident
11. Evelyn Whelton

The motion was voted on and passed **unanimously**.

Littlefield stated that his wife, Cheryl Littlefield would not be attending the April 2, 2025 Master Plan Steering Committee meeting and that Sloane Jarell, Library Director has stated she would fill in as an alternate for Cheryl Littlefield that night. Littlefield stated he will not be attending the April 2, 2025 Planning Board meeting.

Selectman Price stated that the Selectboard can sign all the Steering Committee oaths at the March 18, 2025 Selectboard meeting.

Gagnon stated she would do the April 2, 2025 posting of the meeting for the Steering Committee which will begin at 5:30 pm, Town Hall, Lower-Level Meeting Room and at that meeting, the committee will assign a secretary to take minutes and do monthly postings.

Gagnon stated she would attend town meeting with information about the Master Plan and what it is to try to get community involvement and will be available if she is called upon by Selectmen Price to answer any questions.

Formation of Steering Committee: This was completed under Master Plan.

The board commended Gagnon for her work on organizing the steering committee and beginning the master plan update process.

Chairman's Report – Marc Ohlson – Chairman Olson had nothing to report.

Selectmen's Report – Adam Price: Selectman Price reported that the town report was now available and offered to retrieve copies for board members. He also mentioned that road postings would go into effect on March 10, 2025 and would be published in the local paper.

Correspondence/Administration:

Gravel Pit Restoration Bond for Pike Industries, Inc. – Update, if any: Young stated she has reached out to the Planning Board attorney via email but has not heard back from her and is hopeful to have an update for the April meeting.

Before adjourning, the board thanked Cribbie for his ten years of service, as this was his last meeting.

ADJOURNMENT: Motion by Marks, seconded by Cribbie to adjourn. The motion was voted on and passed **unanimously** and the meeting adjourned at 7:55 pm.

Respectfully submitted,

Katharine Young
Land Use Boards Administrator