

TOWN OF STODDARD
PLANNING BOARD
MINUTES OF THE MEETING HELD February 2, 2016
MEETING CONVENED AT 7:00 PM

The meeting started with the Pledge of Allegiance to the Flag.

Members attending included: Ruth Ward, Dian Mathews, Chris Madden, Dale Smith, Ellen Mason, Selectmen's representative Margo Santoro and Alternates Jane McOsker and Harry Power. Excused was Dean Huber.

Correspondence: CIP subcommittee notes, request from Fred Ward (at your January meeting, I asked about the data and information about lights and noise, from which you were to make a judgment. Your response was that your board had discussed those issues at your December informational meeting. I just received a copy of your January preliminary minutes and neither my question nor your response was in them. I therefore request that, when you discuss these minutes prior to finally approving them, that my request and your response be included. Thanks, Fred Ward), Budget report, Voluntary Merger request from Dennis and Frances Carlisle.

Minutes of previous meeting: Dian Mathews declared the minutes of the January 5, 2016 meeting approved as amended.

Amendments: Ellen Mason moved and Chris Madden seconded to amend the minutes to add: Dian Mathews further stated that all the information that Fred Ward asked for has been addressed in the Site Plan Review Application. Dale Smith suggested one member of the board be assigned to follow through with a summary of any application. The board approved.

Old business:

1. Master Plan Subcommittee – Dian Mathews asked permission to hire Lisa Murphy, senior planner for SWRPC, for a year at a cost of not more than \$5,000 to assist with the update. Lisa Said there should be 4 members on the subcommittee (a quorum). Dian Mathews will make signs requesting interested town residents to contact the board for serving on the subcommittee. Jane McOsker will attend the next subcommittee board meeting to learn the process. Dale Smith moved and Ruth Ward seconded to hire Lisa Murphy, not to exceed \$5,000, the board approved. It is understood that the current budget will not support this cost so the next fiscal year's budget will include this expense.
2. CIP Subcommittee – Ruth Ward and Terry McMahon reported on their process. Lisa Murphy supplied the forms that are required to gather the information from Department Heads. Dian Mathews expressed consternation that the CIP Subcommittee went ahead and sent out forms without coming back to the Planning Board. Jim Coffey composed the cover letter that was sent to all the department heads with the informational gathering forms. Jim Coffey thought the next budget cycle would be the best time to institute the CIP process. (That would be the budget for the Fiscal Year of 2017) The Board thought the subcommittee should continue. All information collected should be brought to the Planning Board.

New business:

1. Dian Mathews expressed serving as a commissioner from Stoddard to the SWRPC. Chris Madden moved and Ellen Mason seconded to recommend Dian Mathews for that

position, the board approved. Patricia Putnam will complete the appointment form and take it to the Selectmen for approval.

2. Ruth Ward's information on "Assessory Units". Ruth Ward reported that SB 146 has been approved by the State Senate and the Governor will sign it. It allows Accessory Dwelling Units to be placed in all residential districts. Margo Santoro checked and our zoning allows for accessory dwellings, if the septic system has enough load allowance for the added bedrooms.
3. Ruth Ward reported that she consulted several documents in preparation for the Site Plan Review for Global Montello Group, prior to the public hearing. Ruth Ward read a lengthy document finding fault with the public hearing held for Global Montello Group's application on "Mr. Mike's". Dale Smith asked Ruth Ward to email all board members a list of the references she consulted. Ellen Mason suggested that the checklist for accepting applications as complete be upgraded to include some of the concerns expressed.
4. Chris Madden moved and Dale Smith seconded to purchase a recorder for the Secretary, the board approved. Patricia Putnam thought she had one in the office.
5. SWRPC Annual Meeting, February 16, 2016 – Ruth Ward, Margo Santoro, Dian Mathews and Karen Bell will attend and Patricia Putnam will send a check to cover all but Ruth Ward, who has already paid.
6. OEP Conference, April 23, 2016 – Dian Mathews, Karen Bell, Ruth Ward and Jane McOsker will attend. When they sign up, their confirmation will be submitted to Patricia Putnam for payment.
7. Several board members expressed concern that their request for a Town Email has not been acted upon. Chris Madden will contact Jim Coffey to get the ball rolling.

Subdivision applications: None

Site Plan Review: None

Public rudimentary questions: None

Other business: Voluntary Merger – Dennis & Frances Carlisle – Tax Map # 128, Lots # 11, 12 & 13. The tax maps were consulted and the board approved Dian Mathews to sign the merger form.

Secretary's Cumulative Hours: 71.72

Adjourned: Ellen Mason moved and Chris Madden seconded to adjourn at 9:17 PM, the board agreed.

Respectfully submitted,

Patricia E. Putnam
Secretary