

**TOWN OF STODDARD
PLANNING BOARD
MEETING MINUTES**

DATE: June 7, 2016

CONVENED: 6:58 pm.

Pledge of Allegiance to the Flag

1. Roll Call: Dian Mathews, Ruth Ward, Ben Wilder, Chris Madden, Ellen Mason, John Halter, Jane McOsker, Harry Power (Alternate)

Dian Mathews introduced new member Ben Wilder to the Board.

2. Correspondence: The new PB Members List was distributed. Dian Mathews distributed her "To Do" List.

3. Minutes of Previous Meeting(s): Monthly meeting held May 3, 2016 and the Elliott Special Hearing Minutes from May 24, 2016 were accepted.

4. Public Rudimentary Questions: Margo Santoro (Selectman) requested a copy of the information regarding proper procedure of Executive Sessions. Dian Mathews informed her that she left a copy for her at the Gould House office.

5. Old Business: Dian Mathews gave an update on the Elliott Special Hearing held on May 24, 2016. The Lot Line Adjustment was accepted.

6. New Business:

Dian Mathews opened up discussion related to the steps taken when a new Subdivision Application or Lot Line Adjustment is submitted. After referring to the State Regulations, it was ultimately agreed upon that the correct procedure (once an application is submitted) is to have the Chairman review it and check to ensure that all the information is correct; the application is then presented to the Board before property abutters and Keene Sentinel Public Notices are sent out.

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6. New Business: (cont.)

Dian Mathews announced that she will be enlisting three experts who will be available for consultation as needed when there is a topic which requires expertise in a certain field, i.e. soil.

Karen Bell announced that she will be changing her weekly posted hours at the Gould House. They will now be Mondays 3-5 pm.

Jane McOske and Dian Mathews gave an update on their recent attendance at the OEP Conference on Saturday, June 4, 2016.

Dian Mathews presented the need for a final decision letter to be sent out to property owners once their applications for Subdivisions or Lot Line Adjustments are approved. She will get a copy of the letter which the Zoning Board of Adjustments uses for Karen Bell to reference when creating one to be used by the Planning Board.

Joan Read presented information regarding her plan to sell two acres of her property (Map 420, Lot 13.1) to her neighbor for review. She will be submitting a Lot Line Adjustment application and wanted to ensure she had all the needed information ahead of time.

Elections for new PB Chairman and Vice Chairman positions took place. Chris Madden was nominated for Chairman by Dian Mathews. Ruth Ward seconded. Dian Mathews was nominated for Vice Chairman by Ellen Mason. Jane McOske seconded. Both Motions were carried.

7. Subdivision Applications: None

8. Site Plan Reviews: None

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9. Other Business:

Chris Madden informed the Board of the fact that Monadnock Boat Service has begun clearing one of their lots. He questioned whether the property owner had notified the Planning Board of this action. The Board will make a request with the proper Town officials to have this activity be investigated.

A request for an expedited review - Lot Line Adjustment was submitted for Jennifer and Jane Healy (Tax Map 424, Lots 15 & 17) by Wendy Pelletier of Cardinal Surveying and Land Planning. The Board reviewed the application and map. The application was accepted as complete. A Public Hearing notice will be sent out and is scheduled for next month, July 5, 2016.

10. Meeting Adjourned: 8:13 pm. Chris Madden made the motion and Ben Wilder seconded.

Respectfully Submitted:

Karen C. Bell
Planning Board Secretary