



SALISBURY PLANNING BOARD

Planning Board – Public Meeting Academy Hall June 4, 2018 Meeting Minutes

Doug Greiner, Chairman	- Present	Ole Odegaard – Alternate	- Present
Ray Deary – Vice Chairman/Secretary	- Present	Vacant – Alternate	- N/A
Anne Ross-Raymond - Member	- Present	Vacant – Alternate	- N/A
Stacia Eastman – Member	- Absent	Vacant – Alternate	- N/A
Joe Schmidl – Selectman Ex-Officio	- Present	April Rollins, Assistant/Alt.	- Present

Visitors: Alan Girard, Fire Chief / Road Agent Bill MacDuffie Jr., Selectman Ken Ross-Raymond, Gayle Landry and Joseph Landry.

Chair Greiner opened the meeting at 7:00 p.m. Chair Greiner appointed Ole Odegaard a voting member for tonight's meeting.

Review & Approve the draft minutes of May 7, 2018 – The Board reviewed the May 7, 2018 draft meeting minutes. Vice Chair Deary made a **motion** to approve the meeting minutes from May 7, 2017 with a change to who was present for the site walk. Selectman Schmidl **seconded** the motion and the **motion passed unanimously**.

Application to Build on a Class VI Road – Alan Girard Jr., Searles Hill Road – Tax Map 255, Lot 1 (167 acres) - Members of the Planning Board reviewed the application documents received by the Selectmen's Office to build a 20' x 20' storage shed on a Class VI road and went through items A through H on the "Agreement & Notice of Limits of Municipal Responsibility & Liability" form (ANLMRL). Vice Chair Deary asked if Mr. Girard purchased the property from Roy. There was a brief discussion that the road is a Class VI road and not a discontinued road. PA Rollins replied yes, the deed is in the file. Selectman Schmidl noted that this property has no frontage on a Class V road. Mr. Girard stated the location of the driveway would be three quarters of a mile up Searles Hill Road. The Board reviewed four (4) of the Town's tax maps and determined the distance would be 4,553 feet.

Discussion on item A - Survey or drawing of property detailing the location of the proposed house or structures, existing structures, proposed driveway, well, septic system, and wetlands. Also copy of building permit application. On plan indicate nearest Class V or better road or highway leading to or from Class VI road - Selectman Schmidl asked if

there was any information on the wetlands, septic or well? Mr. Girard replied no because the proposal is just for a shed but he wanted approval to build on the road before eventually building a house. Anne Ross-Raymond stated the distances should be indicated to scale.

Discussion on item B - Copy of deed - Received.

Discussion on item C - Names and addresses of abutters of property in question & property owners along Class VI road for certified mailing [town prepares notice and does mailing – applicant responsible for fees as set by Planning Board regulations] - Received. PA Rollins stated abutters will be notified for the Public Hearing at a Selectmen's meeting, at a later date.

Discussion on item D - Copy of proposed Class VI road improvements from the nearest Class V road to the proposed driveway – to include drawings of road widening and culvert repair/replacement to be a width of a minimum of 14 feet [plus shoulders if needed] and length not to exceed 600 feet - Selectman Schmidl reported that he attended the site walk and the road is already 14 feet in most points, plus the Road Agent feels the road is pretty straight forward for maintenance and grading. RA MacDuffie noted that there were some spots at the beginning of Searles Hill Road that are only 9 feet. Vice Chair Deary asked if that would have any bearing on the Snowmobile Club and/or snow removal? Selectman Schmidl replied those issues would need to be rectified during the Public Hearing. Chair Greiner noted the applicant has said he has no issues with snowmobilers and the Board of Selectmen (BOS) may want a letter indicating so. Selectman Ross-Raymond explained that Joe Schmidl brought this up at the site walk and conditions will be memorialized in their decision. Chair Greiner stated the PB should have a copy of the proposed improvements and asked the PB if they wanted something in writing. Selectman Schmidl stated the road should probably be measured & documented by the Applicant to address issues with the road degrading. Selectman Ross-Raymond noted the current property owner's ANLMRL was to maintain the road to 20 feet. Anne Ross-Raymond asked why the Town is not enforcing the 20 foot requirement? Selectman Schmidl replied that issue would be discussed at the next BOS meeting. Chair Greiner suggested there be an enlarged print out of the entire area indicating the areas of road improvements and culvert locations, plus some pictures. Anne Ross-Raymond stated the application says the road needs to 14 feet, so there will need to be 5-6 foot shoulders for the snowmobiles and asked what would happen if the next owners are not agreeable? Selectman Ross-Raymond replied the property owner cannot tell someone not to use the road. Anne Ross-Raymond stated the application also says the length cannot exceed 600 feet. Selectman Ross-Raymond replied that requirement was suggested by the Town's Attorney a very long time ago and is no longer enforceable. Chair Greiner noted the requirement use to be based on hose length. Selectman Schmidl stated the PB doesn't have the figures, so an amended application should be submitted.

Discussion on item E - Report from the Road Agent (or independent safety consultant), Conservation Committee, Fire Chief and Rescue Chief regarding feasibility and safety concerns and their recommendations must accompany application form.

1. Further studies or permits may be required.

2. Fire Department to review length vs requiring optional fire suppression such as cisterns, sprinklers, etc. - Chair Greiner asked Chief MacDuffie if he had a report to

submit? Chief MacDuffie replied nothing in writing. Selectman Schmidl noted he did say there would be no problems with getting equipment up the road and a fire pond was discussed. Chair Greiner stated he wants to be clear that fire protection is not a “given” and the tanker should be serving residents on a Class V road or better.

Discussion on item F - Prior to the issuance of a building permit, the applicant shall produce evidence that notice of the limits of municipal responsibility and liability has been recorded in the county registry of deeds - BOS to address.

Discussion on item G - Utility Easement to be obtained as needed - Mr. Girard stated the property is completely off the grid.

Discussion on item H - Private Rights of Way to be obtained as needed - Not applicable.

General Discussion; Selectman Schmidl suggested that the wetlands be delineated for the building envelope only due to the size of the property. Mr. Girard stated the PB should pretend this is a permit for a house and he has no problem with getting a septic plan but the shed is being placed at the top of Searles Hill, which is dry. Chair Greiner replied a septic plan would anchor the proposed location with “GPS”. Vice Chair Deary recommended some engineering (not a principal) of the road because there are other roads in Town that may not be as well maintained and this would be setting a precedent. Anne Ross-Raymond stated this application gets a joint review from the BOS and the PB, she feels the “Notes” section is the Selectmen’s responsibility and the PB needs to make sure that items A through H are met. Joe Landry suggested the Snowmobile Club be notified and that everyone be treated the same because anyone can access the road. Anne Ross-Raymond stated the PB recommends to the BOS whether to disapprove or approve with conditions but this application is incomplete and noted she feels this is a huge jump from the 600 foot requirement. Selectman Schmidl made a **motion** to request that the applicant clean up the ANLMRL application with the items discussed tonight for the house/shed, in order to make a better recommendation to the BOS. Anne Ross-Raymond **seconded** the motion and the **motion passed unanimously**. PA Rollins asked Mr. Girard to contact her when he was ready to submit new documents to the PB.

Review and Comment to the Class V Driveway Permit Amendments - Tabled.

Agricultural Zone Discussion – Review of Draft Letter to Property Owners - The Board reviewed the draft letter to agricultural property owners and made one change. PA Rollins will send out the letter and place the meeting the 6/18/18 meeting agenda.

OTHER Business

Registration for a Minor Home Occupation - The Board agreed the registration for a catering business submitted by Michael Prete was in compliance as a minor home occupation.

ADJOURNMENT –The Planning Board adjourned at 9:05 p.m.

NEXT MEETING – The next regular meeting will be held on **Monday, June 18, 2018 @ 7:00 p.m.** at the Academy Hall (upstairs).

Minutes prepared by April Rollins, Planning Assistant