



**Salisbury Planning Board
Approved Meeting Minutes
Public Meeting • Academy Hall
October 25, 2021
6:30 p.m.**

Doug Greiner, Chairman	Present	Loretta Razin, Member	Absent
Joe Schmidl, Vice Chair	Present	Jeff Blanchard, Member	Present
John Herbert, Selectman Ex-Officio	Present	David Hostetler, Alternate	Absent
William MacDuffie, Jr, Alternate	Present	Jennifer King, Recording Secretary	Present
Jeff Nangle, Alternate	Present	April Rollins, Admin Assistant	Present

Members of the Public Present:

Zoom Attendees: None

Chairman Greiner opened the meeting at 6:39 pm.

Approval of Minutes

Selectman John Herbert **motioned** to accept the drafted meeting minutes from October 4th with minor corrections. Jeff Blanchard **seconded** the motion.

Motion to pass the minutes as written passed.

PUBLIC HEARING re: Preliminary Design Review Process in the Subdivision Regulations

Chair Greiner opened the Public Hearing at 6:40 p.m.

The final draft of this portion of the regulations is ready to be added to the public record.
No one in the audience had any comments or concerns.

Chair Greiner closed the Public Hearing at 6:42 p.m.

Jeff Blanchard **motioned** that they approve the final draft and add it to the public record. Selectman Herbert **seconded** for discussion. He noted some formatting and corrections that need to be made, suggesting that they approve it with those items cleaned up. Motion amended to approve the document with the suggested corrections. TA Rollins will go through and clean up the necessary items before

adding it to the record.

The motion passed as amended.

Capital Improvements Program 2022-2027

The Planning Board reviewed the Capital Improvements Program Project Schedule.

Forest Fire: money they are putting aside just in case to cover any possible mutual aid expenses. They started adding to this account to prevent situations like what happened with the last time they had a forest fire.

Chair Greiner feels that it is awkward for them to review them as a Board when there is no one present to speak to the items listed.

Recreation Committee:

TA Rollins is the chair of this committee. She explained that this account, like most of the funds listed on this schedule are for ongoing and anticipated maintenance purposes.

Highway Equipment:

TA Rollins said that with the Road Agent's pending retirement within the next 10 years, she put a figure into this section to assist with procuring equipment and/or contracting winter maintenance. Discussion occurred regarding the transition from a Road Agent arrangement to the possible development of a highway department.

Road Agent Bill McDuffie Jr. spoke to the need of the town to begin planning now and think about how they want to handle Road Agent duties after he retires. They are going to need to begin planning to purchase equipment and contract or hire staff.

Jeff Blanchard has concerns regarding roadway improvements and how they are funded. He said a lot of them seem to focus on paving and not mitigation (culverts, ditches, etc). Joe Schmidl explained that those items are scheduled maintenance items that are completed on a regular basis. Chair Greiner added that during a lot of the paving projects, those items are completed simultaneously.

Administration:

Chair Greiner wanted to see about connecting town hall to the septic design recently done to the library to avoid having a new septic system done for town hall.

Joe Schmidl **motioned** to recommend the Capital Improvements Program Schedule to the BoS. Selectman Herbert **seconded** the motion which passed unanimously.

Any Other Business

TA Rollins brought a couple of potential issues to the Planning Board's attention:

- Tax Map 252, Lot 1, Montgomery Road, gentleman interested in building out

there (Class VI road). Discussion occurred regarding approving applications for Class VI roads and the purpose of the liability waiver in terms of fire mitigation. Chair Greiner would want to have Town Counsel involved before proceeding.

- Tax Map 244, Lot 24, Fellowes Lane: (Class VI road). Chair Greiner summed up a brief history of the lot. Discussion occurred regarding the rules surrounding the discontinuation of a road.

Chair Greiner asked TA Rollins to forward information that she has on these items for them to review.

The next Planning Board meeting will be held on November 15, 2021 at 6:30 p.m.

Adjournment

Joe Schmidl motioned to adjourn at 7:38 p.m. Selectman Herbert seconded the motion that passed unanimously.

Respectfully Submitted,
Jennifer L. King
Recording Secretary