

TOWN OF GOSHEN
PLANNING BOARD
APPROVED MINUTES OF REGULAR MEETING
APRIL 29, 2008

MEMBERS PRESENT: Vice Chairman John Wirkkala, Jonathan Purick, Rich Moen, and Sue Peacock, Secretary.

In the absence of Mr. Howe, Mr. Wirkkala served as Chairperson.

AGENDA ITEM # 1: Correct Minutes- March 25, 2008, April 1, 2008 Public Hearing.

The minutes of March 25th were reviewed and corrections were made. Mr. Carrick made a motion to accept the minutes with the revisions, Mr. Purick seconded. All were in favor.

The minutes of April 1 will be corrected at a later date.

AGENDA ITEM # 2: Mountain Reach:

Mr. Wirkkala will contact Ross Stevens regarding overseeing the work of engineering at the Mountain Reach Development on behalf of the Town. This work will be dependent on when the project is started. When construction is scheduled to begin, Mr. Stevens will formally come in to meet the Planning Board. Mr. Howe has asked Mr. Dzewaltowski to provide names of possible Building Inspectors to be interviewed.

Mr. Wirkkala circulated a basic map with revised configurations that was sent from Mr. Loehr of Mtn. Reach Dev. Partners to the Planning Board. This depicts a conceptual modification to the project. Mr. Wirkkala reported that Mr. Howe had spoken to Town Attorney Bernie Waugh regarding this matter, and Attorney Waugh had stated that a new hearing process would have to be started to revisit any proposed modifications. Mr. Howe may decide to make further inquiries and he will share Mr. Waugh's advice with the Planning Board.

AGENDA ITEM # 3: Class VI Roads:

Mr. Wirkkala reported that Mr. Howe has had e-mail correspondence with Town

Attorney Bernie Waugh regarding developing:

1. Essential elements for a Select Board policy related to building permits for Class VI roads; and
2. A method for dealing with violations and gaining compliance.

This correspondence with Atty. Waugh is ongoing and Atty. Waugh will be providing additional legal advice to create a Select Board policy.

Mr. Wirkkala reported that Mr. Howe is also drafting a related form to be recorded at the Registry of Deeds.

AGENDA ITEM # 4: UVLSRPC Draft Land Use Chapter and 4/16/08 meeting:

Mr. Wirkkala reported that Mr. Howe has provided Mr. Dzewaltowski with comments. No other Board members submitted comments or attended the meeting.

AGENDA ITEM # 5: Town Web site:

There is an updated Zoning Ordinance document posted. The Planning Board will be maintaining 2008 minutes at the site. Other forms have been added.

AGENDA ITEM # 6: Gary Caron gravel pit restoration bond.

Mr. Wirkkala reported that Mr. Howe requested Mr. Purick to investigate the status of Mr. Caron's bond. Mr. Purick said he has drafted a letter to Mr. Caron that he read to the Planning Board. The letter asks Mr. Caron if the bond that was required by January of 2008 has been posted. He is asked to respond immediately with documentation to the letter. Mr. Moen stated that he thought that there should be some kind of deadline stated in the letter. The Board discussed whether Mr. Caron's response date should be by May 10th. Mr. Purick will edit the letter and e-mail the revised draft to Mr. Howe. A timeline will be at their discretion.

AGENDA ITEM # 7: Expenditures, Mr. Moen's potential title and duties.

The Board is setting up a system for tracking expenditures for budgeting.

In addition, Mr. Moen will act as *Administrator of Fees and Special Accounts*, with the focus being on: 1) the income side related to fees to ensure people are properly billed for all fees and that the Town has been paid; and 2) monitoring special

accounts set up to cover expenses for specific projects to ensure money is in place. Mr. Wirkkala distributed a draft document that detailed the responsibilities of this new position.

Mr. Moen questioned the policy on whether or not the burden is on the Planning Board to continue a Public Hearing. For example, if there is too much time spent on one topic, then a decision would be made to continue the Public Hearing.

Mr. Moen also addressed the need for a Board procedure to be developed in the near future regarding how to handle applicants' failures to meet deadlines set by the Board. When the Board asks for important paperwork before a certain meeting or Public Hearing, then the Board should be able to have that needed paperwork in advance for the Board to review.

Mr. Carrick made a motion to accept *Administrator of Fees and Special Accounts* as Mr. Moen's title and to accept the draft document describing the responsibilities of this position (subject to changes agreed to by the Board); Mr. Purick seconded. All were in favor. Mr. Wirkkala noted that the Board's *Rules of Procedure* will need to be updated to reflect the adoption of this new Board position.

AGENDA ITEM # 8: NEHSA: Status of ZBA special exception related to zoning residential/agricultural.

Mr. Wirkkala said that the Board is still awaiting the final word from Mr. Stentz, from the ZBA, as to whether or not the special exception for NEHSA has been approved. The regional notification regarding this matter cannot be sent out until final notification has been received.

AGENDAT ITEM # 9: Other Information:

Mr. Wirkkala reported that Mr. Howe received a notice dated March 24, 2008 from Andover ZBA. It was to inform towns within a 20 mile radius of a continuation of a Public Hearing related to Verizon's desire to construct a 120-foot personal wireless facility tower.

Mr. Carrick stated that at the Selectman's Meeting on April 21st it was reiterated to Mr. Eckholm that he *will* have to get a clear title, and also a clear boundary survey. See also March 25th minutes for more information.

Ms. Cyndi Phillips of the Goshen Library hand-delivered a notice to the Board

stating that there will be a meeting on Friday, May 2nd at 6:30 PM in the library to start organizing for this year's Old Home Day.

Mr. Carrick stated that at a recent Selectman's meeting there was a committee set up to advise on roads and road operations.

AGENDA ITEM # 10: HCPP Grant Application:

Mr. Carrick stated that the Application was submitted on April 7, 2007. All the grant money that could be received would go toward creating a Town plan which maps future conservation land, roads, and development. Mr. Carrick also said that HCPP requested a letter of support from the Planning Board. The Select Board, the Conservation Commission, the Historical Society and other individuals also wrote letters of support. The decision was to be made by OEP on April 26th, 2008, but no decision has yet been announced.

AGENDA ITEM # 11: OEP Spring Planning & Zoning Conference:

No Board members were able to attend this conference.

Mr. Carrick made a motion to adjourn the meeting, Mr. Moen seconded. All were in favor to adjourn at 9:30 P.M.

Respectfully yours,

Sue Peacock
Planning Board Secretary