

**Town of Goshen
Planning Board
Minutes of June 2, 2022
FINAL**

Planning Board members present (quorum = 3): Alicea Bursey (Chair), Kayla Frink (Vice-Chair), Steve Bursey, and George Hebert

Guest (s): Alan Greenhalgh, Wayne McCutcheon

Meeting called to order at 7:01p.m.

Review of Minutes (5/19/2022)

Kayla Frink motioned to accept the minutes of May 19, 2022 “as is”; George Hebert seconded the motion. All were in favor.

Lot Line Adjustment/Annexation

Alan Greenhalgh and Wayne McCutcheon (Surveyor) approached the Board to discuss a potential lot line adjustment/annexation on 303 Center Road. Mr. McCutcheon walked the Board through the history of the lots. The proposed project would be to carve off 6.98 acres from tax map 206, lot 1.1 and annex it to tax map 203, lot 24.1 and would also carve off 3.19 acres from tax map 203, lot 25 and annex it to tax map 203, lot 24.1. The two parcels would be annexed into the back section, adding approximately 10 acres to an existing 81-acre (tax map 203, lot 24.1) lot resulting in a 91-acre lot.

Mr. McCutcheon shared his references that were shown on the map (labeled one through four (1 – 4) on the plat). The Board reviewed the plats. Chair Bursey asked if there was some confusion regarding the identification of lot lines. Mr. McCutcheon said that there was no problem finding the lot lines. Chair Bursey asked if there was any intention of selling the lots in the context of deadlines that may need to be met. Mr. Greenhalgh answered, “No.”

The Board discussed whether they would like to conduct a site visit, however, the Board did not see any reason for a site visit. After some discussion, the Board determined that additional information was needed in order to proceed. The Board is requesting the current tax maps (not included with application) of the existing lots and the existing 81 acre parcel (tax map 203, lot 24.1), and copies of the plan references one through three (1-3) as noted on the draft plats (reference four (4) was provided during the meeting). The Board will review this additional information at the next meeting on June 16th and determine next steps. No actions were made at this time.

Hersey Pit (Update)

The certified letter was received by Mr. Hersey as the confirmation of receipt green card had been received by the Board. Mr. Hersey has not connected with the Board as yet about possible next steps or intent. The Board will continue to monitor the situation. No further actions were made.

Capital Improvement Review

The Board will continue to review department heads CIP information as it is received. The Board has already received information from the Library. The Police Department connected with Chair Bursey and will provide the information in the next week, they need a little extra time as they have extra details to provide. Mr. Hebert

requested the Library's information and will look into alternative funding sources that may be available.

The Planning Board will hold a joint meeting with the Budget Committee and the Board of Selectman on Thursday, July 21, 2022 at 7pm at the Town Hall. The purpose of this meeting is to discuss CIP needs for FY23 and help to prepare the requestors, the Budget Committee, and Select Board for budgeting and warrants for FY23. The Board will draft a joint meeting announcement and provide it to the Budget Committee and Select Board for posting per their regulations.

Member Discussion

Alternate members are still needed for the Planning Board, this topic will remain a standing agenda item until filled. Anyone interested in becoming an alternate member of the Planning Board should stop by any of the Planning Board meetings at the first or third Thursday of the month at 7pm in the Goshen Town Hall. Applications for the alternate position can be found on the Planning Board webpage.

Other Business

- **Subdivision:** Robert Silva, 138 Cross Road, emailed the Board with some questions regarding a potential minor subdivision. The Board reviewed the details and determined that more information is required, and they would like to invite Mr. Silva to the next Board meeting on June 16th. Chair Bursey will reach out to Mr. Silva.
- **Driveway Permits:** With the upcoming retirement of the Town's Road Agent, the Board discussed the potential role of reviewing and approving Driveway Permits. The Board agreed that site visits would be necessary, and they decided that only a few Board members would be needed to attend a site visit, a quorum would not necessarily be needed. The Board determined it would take on the role of reviewing and approving driveway permits until the Road Agent position can be filled.
- **Land Use Inquiry:** Harvey Gabriel Jones emailed the Board inquiring about purchasing a lot with an existing home/structure on it. He has the intention of building a more permanent home at a later date but would like to build that home very close (likely within setbacks) of the existing structure. His question was would it be permissible to build the new home next to the existing structure and then remove the existing structure when the new one is ready to be lived in. The project would take place in the next three to five years. The Board agreed that some sort of agreement would have to be made and voted upon regarding the removal of the already existing structure once the newer structure is completed. Also, Mr. Jones would likely want to check back with the Board and Code Enforcement Officer closer to the dates when construction may begin in case regulations change and impact this option. Chair Bursey will follow-up with Mr. Jones.
- **Driveway Permitting and Wetland Setback:** Cole Gallant emailed the Board request the details for a wetland setback and also the details for specific setback requirements for a driveway from wetlands. The Board will forward this inquiry to the Zoning Board, and although this request will be presented to the Zoning Board, the Board would like to continue to monitor this request as more information becomes available as the Conservation Commission may need to be included.
- **Performance Review for Secretary:** The Board tabled this discussion for a future meeting.
- **Spreadsheet:** The Board tabled this discussion for a future meeting.
- **Next Meeting:** The next meeting will be the third Thursday of the month – June 16, 2022.

Standing/Upcoming items

- Capital Improvement Plan Review
- Master Plan Review - Pending
- Solar/alternative energy RSA and town regulation discussion - Pending
- Rand Pond Beach Discussion for inclusion in Master Plan - Standing Item

- Member Discussion - Standing Item
- *Budget due December 1, 2022*
- *Annual report due February 1, 2023*
- *Annual audit of CIP (May/June)*
- *Joint meeting of Planning Board and Budget Committee to review CIP audit findings and plans (late summer)*

Kayla Frink made a motion to adjourn the meeting. Steve Bursey seconded the motion. All were in favor. Motion passes.

Meeting adjourned at 8:18 p.m.

Respectfully Submitted,
Melissa Salinardi
Recording Secretary