

**Town of Goshen
Planning Board
Minutes of September 7, 2023
FINAL APPROVED**

Planning Board members present (quorum = 3): Kayla Frink (Chair), Sebastian Zyzdorf (Vice-Chair), Philip Stasulli, Derek Tremblay (ex-officio to the Select Board)

Guest (s): Bob Bell

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

Review of Minutes (8/3/2023)

Sebastian Zyzdorf motioned to accept the minutes of August 3, 2023 ‘as is’; Philip Stasulli seconded the motion. All were in favor-yes (3-0). Derek Tremblay abstained.

Property Runoff (Pheasant Runn Development)

The Board continued their discussion on the Pheasant Runn Development runoff from the undeveloped lot on Pheasant Runn Road (Tax Map and Lot 412-022-002) as well as the maintenance and construction of the Pheasant Runn Road.

The Board reviewed additional documents found by Derek Tremblay which were located in the Town Hall land use records room. The documents included many conversations between the previous property owner, the Town and legal regarding the construction of the original subdivision of the land. Derek Tremblay explained that most of the documents pertain to the subdivision of the lot and he was unsure how much information would be relevant to the current situation. Mr. Bell thought that any information pertaining to the catch basins or fire pond would apply to the current situation. However, after further reviewing the information, it was discovered that the previous owner was not able to fulfill the requirements that were laid out in several of the documents and the property went into foreclosure and then was sold by the bank to Mr. Bell. Sebastian Zyzdorf read aloud from a declaration of revocation that was from December 1991, which included the following statement, “This action is necessary to protect the town from any expenses or claims by a future owner of the subdivision or any person buying a lot.”

The Board also reviewed a Road Maintenance Agreement that was found on the registry of deeds (Book 2143, Page 61). The agreement was dated on March 12, 2021 and outlined a detail description of who is responsible for the current maintenance of the Pheasant Runn Road.

After reviewing, discussing the documents and hearing additional information regarding the purchase of the property by Mr. Bell, the Board agreed that the current situation is more complicated than originally thought. The Board felt that their only course of action at this time was to write a letter to the contractor of the Pheasant Runn Road and address some of their concerns regarding the construction of the road, lack of catch basin, lack of fire pond and the possibility of fixing the road. Chair Frink and the recording secretary will draft the letter and bring it before the Board for final review. No further actions were made at this time.

Capital Improvement Plan (CIP)

Kayla Frink updated the Board that CIP emails have been sent to all department heads and the recording secretary added that she is planning to present the CIP email before the Board of Selectmen at their next meeting. No further actions were made at this time.

Member Discussion (ongoing)

Bob Bell mentioned that he was interested in pursuing a position on the Planning Board as an alternate member. Chair Frink mentioned that he is also a member of the Zoning Board and would like to have more time to review the RSA regarding membership and alternates before accepting Mr. Bell into the position. The Board agreed to wait and discuss the Mr. Bell's position as a possible alternate at a future meeting.

Additional 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

- **Upcoming Meetings:** The next meeting will be the third Thursday of the month – September 21, 2023.
- **Culvert Maintenance:** Derek Tremblay gave an update and stated that the Board of Selectmen is currently in the process of working with the Road Agent to determine a culvert installation agreement. The culvert agreement is something that the Road Agent would like to implement and if an agreement can be drafted by the Board of Selectmen, the Planning Board may need to review the document and make changes to the regulations.
- **Anderson Pit Excavation Permit Renewal:** The Board received the Anderson Pit, Phase 2, Excavation renewal application on Tuesday, September 4, 2023. The Board reviewed the material submitted which included the application, previous excavation permit, maps, and abutter list. The Board discussed the process for approving the application.

The Board would like to invite Newport Sand & Gravel to present their application during a Public Hearing on either October 5th or October 19th. Chair Frink will reach out to Mr. Shaun Carroll, Jr. to see which date works best for him. The recording secretary will prepare abutter notifications and post for the public hearing as soon as the date is confirmed.

- **Pit Inspection:** The Board discussed their annual pit inspection of the Anderson and Davis Pits. Chair Frink will reach out to Mr. Shaun Carroll, Jr. with the tentative dates of either September 21st at 6:00 pm. or October 5th at 6:00 pm. Once the date is confirmed, the recording secretary will post the pit inspection.

Standing/Upcoming items

- Annual Pit Inspection (tentative dates: Sept. 21st or Oct. 5th).
- Public Hearing – Anderson Pit, Phase 2, Excavation Permit Renewal (tentative dates: Oct. 5th or Oct. 19th).
- Master Plan Review - Pending
- Capital Improvement Plan
- Rand Pond Beach Discussion for inclusion in Master Plan - Standing Item
- Member Discussion - Standing Item
- *Budget due December 1, 2023*
- *Annual report due January 1, 2024*
- *Annual audit of CIP (May/June)*

Sebastian Zyzdorf made a motion to adjourn the meeting. Philip Stasulli seconded the motion. All were in favor-yes; motion carried, 4-0.

Meeting adjourned at 8:25 p.m.

Respectfully Submitted,
Melissa Salinardi
Recording Secretary