

TOWN OF SUTTON
Planning Board
Pillsbury Memorial Hall
Meeting Minutes
June 11, 2013

Present: Planning Board Members: Carrie Thomas; David Burnham; Peter Blakeman; Julie McCarthy; and Dan Sundquist; Ex-Officio (Bob DeFelice, member, and Roger Wells, alternate, were absent); and Laurie Hayward, Land Use Coordinator.

Carrie Thomas came forward as Acting Chairperson

The meeting was called to order at 7:00 PM, Carrie Thomas.

Administrative:

Dan Sundquist asked about potential new members and the LUC said that she had asked Elly if there were new applicants and she said “no”. There was a brief discussion of possible applicants. There was also a discussion about placing an advertisement in the Shopper as the InterTown ad had not received much of a response. It was agreed that was a good idea.

There was some discussion about working with two “co-chairs”, Carrie Thomas and David Burnham. It was agreed that the Board would try this. It was further agreed that initially David Burnham would take the meetings on the second Tuesday of the month and Carrie Thomas would take the meetings on the fourth Tuesday of the month. This month the order will be reversed as Carrie Thomas will not be available on the 4th Tuesday; so, David Burnham will take that meeting.

The Land Use Coordinator (LUC) stated that it would be helpful for her to have specific “point persons” designated, to whom she could turn when questions arose. It was noted that this would mean that a chairperson or chairpersons would not have to be available to assist on every question. It was agreed that if there are questions involving septic systems or other public health issues that the LUC would contact David Burnham first; questions on engineering and/or surveys, she would contact Peter Blakeman; Carrie Thomas would be the point person on anything to do with the Library; and Dan Sundquist, with his many years on the Board, offered assistance on historical information and any other issues or questions.

Minutes of previous meetings: Peter Blakeman moved to approve the minutes of the meeting of April 30, 2013. Dan Sundquist seconded that motion. It was voted unanimously to approve the minutes.

Correspondence: The LUC explained that she had letters from Patricia Mapes and from the engineering firm that she hired, Provan & Lorber, Inc., addressing the status of the septic system at the Mapes property and requesting 30 days in order to complete the septic system design work.

Other Business:

- **Board of Selectmen Report** - Dan Sundquist reported:
 - o Summit Road. There has been substantial correspondence regarding the Hause house. The problem is that the Hause’s obtained a building permit for a structure that is outside

- the building envelope. Dan pointed out that the new land use database and the report on open conditions should help the town be more aware of open conditions.
- Birch Hill Rogers subdivision. The town has approved a plan for repairs to Birch Hill Rd and the residents are not especially happy about the work to be done; but, the final result will be a much improved road.
 - Park Avenue. The status is that Roger Wells approached the BOS with a new plan and is open to changing the plan slightly so that the garage does not require a variance. As soon as the house is framed, they will look at the plan again. If there is a decision to change the garage plan that would likely require a rescission of ZBA garage variance. It was suggested that the LUC take it to the next ZBA meeting; check with Bill Hallahan, Chair of the Zoning Board of Adjustment; and include Roger Wells on any discussions.
 - Florida Tower Partners. A Cease and Desist letter has been sent from the Board of Selectmen after they received a complaint from the people living on the road, Shadow Hill. The trenching is carrying water and causing the water to flood part of the road. There is a riprap swale to capture water; but, it is not effective in this installation. Paul Parker identified the problem.
- **Open Conditions Report.** The LUC handed out copies of the report and briefly discussed some of the open issues.
- There was a discussion regarding the question whether the Conditions for the Falvey subdivision were ever met. It was agreed that the LUC would check further on the status of the Falvey subdivision to determine whether the conditions for subdivision were ever met. Peter Blakeman offered to go over the entire Falvey file with the LUC. He thinks that the Mylar was never signed by the Board. Dan Sundquist agreed that he doesn't think that they signed or that conditions were met.
 - It was agreed that two items would be removed from the report: the Matthew McClay open condition as he did not purchase the property and St Cyr as the recent Lot Line adjustment resolved that issue.
- **Sutton Old Store Museum** – Town has approved money to maintain it. The roof has been repaired and the foundation work done. Carrie Thomas mentioned that it would be good to have the museum open for public use.
- **Sutton Historical Society** – Carrie mentioned that the Historical Society is having a problem getting people together for Old Home Days and putting together a program. She asked if anyone knows anyone who would be interested in being involved.

Work Session:

- **Planning Board Rules of Procedure and Meeting Procedure** – after a brief discussion, the Board agreed to table the re-write while the Board works with the co-chair concept.

- **Site Plan and Subdivision Regulations-** There was general agreement amongst members that the version that the LUC had was not the most recent or best version of the revision and that everyone needs to be on the same page. David Burnham pointed out that he has notes from the last session and can confirm whether a version is the most recent one. The LUC agreed to go back through Jennifer Swett's documents and try to identify a more recent version and then email the following: 1. The completed version of Articles I-V; 2. The most recent version of Articles VI and VII, to be reviewed and used for the next work session; 3. The version of Article VII that she believes is completed and can be incorporated in the revised Regulations. Upon receiving the email, Board members would be welcome to contact the LUC if they feel there is a better/more recent version.

Next regular meeting is scheduled for Tuesday, June 25, at 7pm.

There being no further business, the meeting was adjourned at 8: 36 PM.

Respectfully submitted,

Laurie Hayward
Land Use Coordinator