IN ATTENDANCE: Chairman Ken Swayze, Vice Chairman George Holt, Alison Vallieres, Chuck Frost, Brian Pike, Ex-Officio Michael Kaminski, and Planning/Zoning/Building Department Administrator Donna White

ABSENT: Jeff Crosby

BUSINESS:

1. Approval of Minutes of April 18, 2018. Brian Pike made a motion to approve the minutes as written; George Holt seconded the motion. All were in favor.

2. Selectmen’s Office Report:
   a. Mike Kaminski spoke about a recent incident where the Police Department was called in because of a property boundary line dispute and trespassing claims. There have been several past transactions with the properties and clear, concise survey documentation was not always created, thus leading to the current disputes. He acknowledged this is a civil matter between the parties but wanted to stress the need for good documentation by all land use boards.
   b. Mr. Kaminski reported that the Selectmen held a public hearing on road projects for 2018 at last week’s meeting.
   c. There was brief discussion on the bridge project at the Ray Road/Army Corps of Engineers recreation area that is expected to be completed this year.

3. Planning Department Report:
   a. Donna reported that eleven permits for new homes and one ADU have been issued since the beginning of the year. Several permits have been issued for solar projects, generators, pools, and decks.
   b. Donna informed the Board that she is working on updates of department documents (applications, fee schedule, and subdivision regulations).
   c. A voluntary merger of pre-existing lots was recently filed for four parcels on Gary Road.
   d. There are three open Planning Board files; waiting for final plans on the Nault lot line adjustment, Comeau 2-lot subdivision, and the
OLD BUSINESS:

Application #2018-02 - Jonathan Riley – 2-Lot Subdivision – Lot D5-01-06 - County Road

Alison Vallieres recused herself from this case. The applicant was represented by Neil Semple who works with Art Siciliano. An authorization letter was submitted for the file.

Mr. Semple presented copies of the proposed two-lot subdivision plan for the Board’s use during the hearing. Working from the most recent status report provided to Mr. Siciliano, Mr. Semple reviewed the various items as they pertain to the plan and how they have been addressed. He informed the Board that the applicant has agreed to a setback easement along the front of the parcel(s) for future road improvement/maintenance. There was discussion about the location of monumentation in relation to the frontage and edge of the easement. Discussion also entailed what could be done within the easement area. Mr. Semple was asked to clearly define in the deed what can be done in that area. He said he would have Mr. Siciliano reach out to the Road Agent for further discussion. Holly Riley asked what the Road Agent would be able to do with the easement, considering it is a wet area. It was explained that the Road Agent would have to get the necessary permits. Mr. Semple explained to Mrs. Riley that the area would still be part of the parcels; the purpose is to allow the Town to better maintain the road. Mr. Swayze stated that the Town did not want to see an extended notice requirement with the easement. The Road Agent is to give reasonable notice to the property owners before doing any work in the easement. Chuck Frost asked about the monumentation. Mr. Semple explained that he is in the process of setting them; some are not yet done. Ken Swayze reminded Mr. Semple that the Town will check the bounds; witness stakes are required.

Hearing no further questions from the Board, Mr. Swayze opened the hearing to the public. Holly Riley asked when the easement should be filed. Mr. Swayze explained that it would be filed with the plan. He reminded Mr. Semple and Mrs. Riley that the ledge removal is to be completed prior to the plan being filed.

Hearing nothing more from the public, Mr. Swayze closed the hearing to the public and brought it back to the Board.

George Holt made a motion to approve the proposed subdivision of Jonathan R. Riley of Tax Lot D5-01-06 consisting of a two (2) lot subdivision on 13.72 acres, located on County Road in the Low Density (5 acre) District.

Subject to the following conditions:

1. Submittal of a final, technically accurate, and graphically correct plan-set in full compliance with all current subdivision regulations and incorporating any and all additional requirements established during deliberations with the Board (per status reports, Planning Board meetings & minutes of April 18, 2018 & May 16, 2018, and other acknowledgments).
2. Approval and receipt of all other required local, state and federal permits. There shall be no change(s) to the base plan(s) without re-consultation with the Board, as a result of such other permit approvals.

3. Payment of all fees and costs associated with the Dunbarton Planning Board application process.

4. That all specified work and improvements at the site, as specified by the Land Subdivision Regulations, be completed prior to the signing and filing of the mylar (i.e. survey monumentation must be in compliance, etc.).

5. Preparation, submittal, and filing of all deeds, legal instruments, and/or documents required or intended to be filed at the Merrimack Country Registry of Deeds; in such content and form acceptable to the Town.

6. Ledge removal for sight distance improvement to be completed prior to the recording of the final plan.

Ken Swayze informed Mr. Semple that the Notice of Decision is to go on the final plan. **Brian Pike seconded the motion. All were in favor.**

Mr. Semple gathered the plans that were handed out earlier in the meeting. Alison Vallieres returned to the Board.

**OTHER BUSINESS:**

Mike Tardiff from Central N H Regional Planning Commission was in attendance to review the draft Master Plan Land Use chapter. Board members previously submitted comments from their review; those comments were forwarded to Mr. Tardiff for his review prior to this meeting. Mr. Tardiff went over the list of comments in relation to different sections of the draft chapter, making note of Board members’ concerns and suggestions. Discussion included: possible Village District reconfiguration concepts, possible zoning overlay districts for light commercial, and review of the existing multifamily overlay district. Mr. Tardiff said he would like to have a discussion on housing the next time he meets with the Board. It was agreed that Mr. Tardiff will attend the June 20th meeting. In the meantime, he will work with Donna on the Community Facilities chapter.

**Brian Pike moved to adjourn the meeting at 8:08 p.m.; seconded by Chuck Frost. All were in favor.**

Respectfully submitted,

Donna White