IN ATTENDANCE: Chairman Ken Swayze, Vice Chairman George Holt, Alison Vallieres, Jeff Crosby, Selectman Dave Nault and Planning/Zoning/Building Department Administrator Donna White

ABSENT: Brian Pike, Chuck Frost, Selectman Mike Kaminski

BUSINESS:

1. Approval of Minutes of May 16, 2018. Alison Vallieres made a motion to approve the minutes as written; George Holt seconded the motion. All were in favor.

2. Correspondence: Donna reported that a letter from Jonathan and Holly Riley was received in the office earlier today. A copy of the letter was provided to each in attendance.

3. Selectmen’s Office Report: Dave Nault explained that he was asked to attend in Mike Kaminski’s absence, as a member of the Board of Selectmen, not in an ex-officio position. He reported that the Board is looking at options of acquiring 147 acres of land on Route 13. They have been in contact with various groups and there is serious interest in the Town owning the parcel. George Holt stated that the Conservation Commission may be interested in providing funds to help with the purchase. He said they would not want to restrict the use of the land but would need to see some portion used for conservation. Jeff Crosby stated that the land would be a good addition to the Master Plan regarding a Dunbarton Town Complex. Dave Nault said the Board is working through the process and will keep everyone informed.

4. Planning Department Report:
   a. Donna reported that one new application has been received for the July meeting. It is a site plan to allow two dwellings on one parcel.
   b. Road Agent Jeff Crosby informed the group that the performance guarantee for the Overlook project is due to expire at the end of August. The Board of Selectmen are addressing the matter with the owner and the bank that holds the surety. Dave Nault asked if the $150,000 is being decreased. Mr. Crosby outlined the work that remains to be done and
said the surety amount would not be decreased.
c. There are four open Planning Board files; waiting for final plans on the Nault lot line adjustment, Comeau 2-lot subdivision, Riley 2-lot subdivision, and the Derochemont/Lake Gorham Association re-subdivision/lot line adjustment.

**OLD BUSINESS:**  None

**NEW BUSINESS:**

Application #2018-PB-004 – 2-Lot Subdivision, Frances Hill, Jeanne Williams & Linda Porter, Alexander Road, F2-01-04

Lacking a voting quorum (three members absent, George Holt being an abutter), the chairman moved to continue the application to the next meeting date of July 18\(^{th}\) at 7:00 p.m. at the Town Office meeting room; seconded by Jeff Crosby. All were in favor. There will be no further notification.

**OTHER BUSINESS:**

1. Mike Tardiff from Central N H Regional Planning Commission was in attendance to review the draft Master Plan Land Use chapter. Mr. Tardiff gave an overview of changes/items addressed since the last meeting as follows: updated gravel area/all pits accounted for; Land Use Change; lack of water resources, parking concerns in the Village; commercial interests, wetland overlay, soils sections being reviewed; made the Multi-Family District as a separate section; Hazard Mitigation Plan and flood plain ordinance; and Visioning Session feedback for more density and walkable areas in the Village.

   Mr. Tardiff spoke about RSA 79-E which is a temporary tax relief incentive for a property owner who wants to substantially rehabilitate a building that is in a historic district, downtown, or village center. The property owner can apply to a town office to delay the increase of their property tax for up to five years. The goal of the incentive is to encourage the rehabilitation and active use of an under-utilized property. Implementing the incentive would require a vote at Town meeting. There was brief discussion about a similar program for commercial and industrial projects. Mr. Tardiff said the incentive program helps get people started, still paying the original taxes but getting relief of the improvements for one to five years.

   Mr. Tardiff reported that Matt Monahan has done a needs assessment; the housing chapter will go much quicker than this chapter. Katie Nelson will work on the Community Facilities chapter over the next six weeks with Donna’s assistance.

Alison Vallieres asked to address Objective #1, Section 2, that reads:
Eliminate many of the non-residential uses allowed by Special Exception in the Low Density and Medium Density Residential Districts in order to protect existing residential areas from incompatible uses, which can adversely impact both the quality of life and property values. She said she is not sure how the Town can do this. Mr. Tardiff explained that it comes into play with the proposed commercial overlay. He will clarify that it is for future uses, not existing.

Mr. Tardiff said the plan is to finalize the Master Plan this fall. He, Matt, and Katie will attend the July 18th meeting. Jeff Crosby said he was glad to see agriculture was addressed. Dave Nault agreed, noting that many people don’t understand agricultural regulations.

2. Chairman Swazey stated that a letter about Mr. Riley’s recent subdivision approval was addressed to the Board of Selectmen and the Planning Board by Jonathan and Holly Riley. Alison Vallieres recused herself from the advisory process. Holly Riley was present.

The chairman explained that there is a process to make a minor or major modification to a plan. A minor modification would be considered as something like an administrative decision. Anything more would be considered a major modification. He said the applicant could get on the agenda if they would like to make modifications to his approval. Selectman Nault stated that the Board of Selectmen rely on their department heads, the road agent in this case, and try to back their requests. Road Agent Jeff Crosby explained that he met the Rileys at the site a couple of days ago. Because they could not come to an agreement, he suggested that they talk with the Planning Board. Chairman Swazey said he thinks this could become problematic; he suggested that the applicant get some legal and/or engineering help. George Holt noted that the applicant mentioned in the letter that they have one quote. He recommended that they get three quotes, giving them evidence of any hardship. Mr. Holt spoke about exaction fees that have been collected for general work on roads. He said there are subdivisions all over town, many of which have given land to the Town and/or made concessions.

The chairman informed Mrs. Riley that they could request a minor or major modification at no charge. Since this appears to be a major modification, he said abutters would have to be notified. To make this work, the request would have to be submitted with enough time to allow abutter notification. It was suggested that the applicant might want to request formal clarification of the condition for ledge removal on the subdivision approval.

Alison Vallieres returned to the Board.

George Holt moved to adjourn the meeting at 8:20 p.m.; seconded by Alison Vallieres. All were in favor.

Respectfully submitted,
Donna White