

## GROTON PLANNING BOARD

September 27, 2017

Meeting Called to Order: 7:10 pm

Present: Chair Deborah Johnson, Ray Blake, Elizabeth Jespersen, Kyle Andrews (Select Board Liaison)

Alternate Present: Sherry Nelson

Absent: Dave LaBar, Russ Carruth, Glen Hansen

Audience Member Present – Slim Spafford

1<sup>st</sup> Order of Business was a Motion from Elizabeth to accept the minutes of August 30, 2017 with corrections as made by Chair. 2<sup>nd</sup> by Ray. Passed Unanimously. No objections.

Motion made by Ray for Sherry Nelson to sit on the board for this meeting in place of absent members. Kyle seconded. Passed Unanimously. No objections.

It was established that the legal Notice of Public Hearing for the Master Plan had been posted in two (2) proper places, but yet unconfirmed is if it was published in a newspaper. The Board decided to open a public hearing.

Deb opened the public hearing at 7:20. Copies of the, Formatting and Draft Master Plan were distributed. Yet to be completed are insertion of page numbers. The board agreed to use the proposed formatting as presented.

Deb made a motion to approve the content of the Master Plan to date. A formal adoption of the Groton Master Plan of 2017 is tabled until the Planning Board Chair completes formatting and assembles the document with attachments and a reference list. Elizabeth 2<sup>nd</sup>. Passed Unanimously. No objections.

Slim asked for clarification of road types on page 31. Deb explained that State roads are considered, as State owned roads such as Halls Brook Rd. Local Roads are all Town roads. The information provided in the Master Plan was taken directly from the State Report for Groton.

Slim also questioned page 11 map regarding Jewel Hill LLC. He feels it should state Treehouse. Deb stated that this information was taken directly off the Sale Document for Jewel Hill, but she would work with Slim to make corrections if needed.

Deb motioned to continue the Public Hearing into the October 25, 2017 meeting. This allows the board to read the Master Plan in its entirety and discuss it if necessary. We should be ready to formally adopt the Master Plan at this meeting. 2<sup>nd</sup> by Ray. Passed Unanimously. No Objections.

Kyle motioned to close the Public Hearing at 7:45. 2<sup>nd</sup> by Deb. Passed Unanimously. No Objections.

Next we discussed the 2018 budget. Kyle will follow-up with Sara as to why we have an amount for mileage of \$82.39 listed as an expense for 2017. He believes this is an error.

Going forward it was decided that ALL invoices for the Planning Board need to be signed by the Chair prior to payment by Sara.

Postage will be reduced to \$300; Advertisement \$200; Mileage \$50; Recording Fees \$200; Dues \$1.

It was agreed to leave supplies at \$100 for 2018 and we would expend funds from the 2017 budget to purchase a fireproof file cabinet if approved by the board.

Seminars/Training left at \$1.

The \$1000 amount will remain in the Legal column until the October 17 Select Board Meeting. The Select Board is in the process determining the best way to handle legal expenses for the Town and its departments.

Master Plan & Town Planning will increase to \$7500 to cover cost of the town portion of professional fees for zoning assistance if so approved. In addition, funds will also be needed for mailings, postings, etc. for public hearings.

Kyle suggested that the Planning Board prepare a Warrant Article for the Zoning Plan.

Phase 1 of Zoning Assistance from Steve Whitman will come out of this year's budget. Approximately \$3000-4000 to be expended if approved.

Elizabeth motioned to purchase a fireproof cabinet. 2<sup>nd</sup> by Sherry. Passed unanimously. Deb will work with Sara to place the order.

Deb gave meeting dates for the Committee meeting. They plan to meet Oct. 10<sup>th</sup>.

October 17 will be Deb's meeting with Steve Whitman to firm up Scope of Work and timeline with specific cost requirements.

Kyle motioned to hire Steve Whitman to provide assistance for zoning planning. 2<sup>nd</sup> by Sherry. Passed Unanimously.

The cost and the scope of Steve's work will be brought to the PB in October for approval.

Sherry motioned to adjourn at 9:27 pm. 2<sup>nd</sup> by Elizabeth. Passed Unanimously.

Respectfully submitted,

Elizabeth Jespersen

APPROVED by PB with modifications at Oct Meeting