

LYMAN PLANNING BOARD MINUTES

October 2, 2019

Call to Order: Acting Chairman Thomas S Smith called the meeting to order at 6:00 pm.

Roll Call:

Members – Thomas S Smith, ex-officio Bruce Beane

Absent - Michael Belanger, Roberta Aldrich

Alternates – Donna Clark, Todd Landry

Others Present – Robert Brooks

Chairman Smith seated alternate Donna Clark in place of Roberta Aldrich.

Meeting Minutes:

The minutes for September 4, 2019 were reviewed. Todd Landry motioned to approve the minutes as written, 2nd by Bruce Beane, all voted in favor.

Correspondence:

Todd Landry took the NH Town and City September/October 2019 magazine to review. He will share any new information in regards to the planning board at the next meeting.

Tabbatha will attend the annual Land Use Law Conference on October 5th and bring back pertinent information at the November meeting.

New Appointments & Election of Officers

Given the recent vacancy on the board due to the sale of Tom Messner's home, Bruce Beane motioned to appoint Todd Landry as an official Board Member on the Planning Board, 2nd by Thomas S Smith, all voted in favor. Bruce Beane swore Todd Landry in.

Donna Clark read a letter of resignation that was received from Michael Belanger. The letter stated that although Michael wished to resign as a full board member due to personal reasons he would like to stay active with the planning board. For this reason he requested to change his status to an alternate for the time being. Bruce Beane motioned to accept Michael Belanger's resignation as a full board member and to move him into an alternate member's position, 2nd by Todd Landry, all voted in favor.

Given the vacancy on the board due to the resignation of Michael Belanger, Bruce Beane motioned to move Donna Clark from an alternate position and appoint her as an official Board Member on the Planning Board, 2nd by Todd Landry, all voted in favor. Bruce Beane swore Donna Clark in.

Given all the recent changes with board members and alternates Donna Clark suggested that the board discuss electing board members into positions. Donna Clark motioned to elect Thomas S Smith as Chairman, 2nd by Bruce Beane, all voted in favor.

Roberta Aldrich will remain the Vice Chairman. Bruce Beane motioned to elect Todd Landry as the Secretary, 2nd by Thomas S Smith, all voted in favor.

Old Business:

The board reviewed the letter that was sent to Mr. Brooks on September 4th. Thomas S Smith stated that Mr. Brooks had been in contact with him and asked him to assist in providing the board with updated plans. Thomas S Smith worked with Mr. Brooks to prepare an updated plan that was reflective of any changes made in 2019 as well as plans for the 2020 year. Mr. Brooks was invited to join the board in reviewing an updated map so that he could explain what work had been done in 2019 and any plans for 2020. Thomas S Smith explained to Mr. Brooks that the reason this information was needed was to help him remain in compliance with state requirements. After reviewing the map presented Mr. Brooks stated that the lot dimensions had not changed since he last updated the board in 2017 and inquired about the possibility of putting a past stockpile area back into current use. Donna Clark advised Mr. Brooks to fill out the appropriate application to make such changes. The board asked Mr. Brooks to explain what work had been done in the 2019 year. Mr. Brooks stated that he hadn't completed any work this year. The board asked him to share what his plans were for 2020. Mr. Brooks referenced an area noted on the updated map containing approximately .80 acres and stated that this would be the only area being touched in the 2020 year. Thomas S Smith stated that he would provide an additional map that the board could reference in Mr. Brooks file that contains in writing all plans for 2020. The board thanked Mr. Brooks for his time.

Thomas S Smith updated the board on the site visit he completed with Road Agent Tom Smith for a driveway permit application for a property located at Map 209 Lot 009. He noted that he would recommend the removal of 3-4 trees to improve visibility on one side of the driveway but saw no additional issues. The permit has already been approved.

New Business:

NH Planning and Land Use Regulation Book Orders are due. The board discussed the need for these books and decided upon how many they would need to order. Donna will place the order after Tabbetha speaks with the ZBA Chairman to determine how many will be needed in total.

Donna discussed the need to update current use files in order to comply with state standards for applications, maps, and matrix. The board agreed that they may be able to assist with this at future meetings. They will discuss putting it on the agenda at the November meeting. Thomas S Smith also talked about a program that he uses in his surveying business that could be a great resource in assisting with the mapping requirements. He will make time to go through the program with Tabbetha in the near future.

Next Regular Meeting Date: November 6, 2019

Adjourn: Bruce Beane motioned to adjourn the meeting at 7:20 pm, 2nd by Todd Landry, all voted in favor.

Approved Date: _____

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