

## LPB - Public Meeting of the Lisbon Planning Board

Thursday March 12th, 2020 at the Railroad Train Depot in Lisbon, NH.

Meeting opened at 6:00 PM by chair Rosalind Page

Present: Rosalind Page "RP"  
Sandra Butson "SB"  
Scott Champagne "SC"  
Bob Adams "BA"

Quorum present: yes

Travis Bailey (new Board member to be sworn in by Town Clerk this month)

Mandy Bailey (new Board member to be sworn in by Town Clerk this month)

Agenda items:

- 1) Roll Call, quorum present.
- 2) approval of minutes of February 13<sup>th</sup> 2020. SC motion, SB seconded. All voted in favor of the motion and none opposed.  
The board signed the minutes.  
Board welcomed Travis Bailey and Mandy Bailey and looks forward to them both officially joining the Board next month. RP will obtain copies of the State Planning Board handbooks for them both.
- 3) Public Input – The public was asked if there were any matters to be brought forward that may not appear on the meeting agenda. Two items:
  1. Gardner Kellogg PLS, and his clients Dean and Kerri-Ann Knapton brought in their preliminary subdivision map for their property on Rte 302. Tax map R32 lot 12, to get input from the Board. The board suggested confirming the lot sizes based upon the new zoning ordinances and reviewing with Tara Bamford Consultant Planner about how best to label the remaining part of lot 12 that will end up being accessible only through other land of the Knaptons in Littleton. The zone line that runs through the property should also be shown on the map. Mr Kellogg said he will also be applying to the State for subdivision approval for the septic system. RP said she would send the new ordinances to Mr. Kellogg.
  2. Mr. Michael Maguire also requested input from the Board on subdividing his property at 431 Presby Road. The Board explained the process. He needs to hire a Surveyor first to prepare the map and that the Surveyor would know the process and could contact the Board to get copies of the new ordinances.
- 4) Voluntary Lot Merger R18 Lots 9 and 10A.  
The board reviewed this. Motion to approve made by SC/BA. All in favor, none opposed.

- 5) Voluntary Lot Merger R07 Lot 1 and Lot 1.1.  
The board reviewed this and had some questions about whether both parcels still had houses on them. Lot 1.1 was subdivided out from Lot 1 in 2008. The board decided to postpone voting on this until next month to allow the Chair to contact the landowner to confirm the intent and site conditions.
- 6) Voluntary Lot Merger R01 Lots 2 and 3.  
The board reviewed this. Motion to approve made by SB/BA. All in favor, none opposed.
- 7) Road Slope Design Standards discussion.  
The board reviewed materials provided by the Chair and Consultants of regulations from other communities. General consensus was that 10% maximum is feasible with a 1% maximum within 100ft of an intersection. Next step would be to work with Tara Bamford on scheduling a public hearing, maybe in conjunction with other work.
- 8) Building Permit Log.  
Board discussed the fact that a recent permit was issued without the Board Chair seeing the permit. RP will follow up with town staff.
- 9) North Country Council Commissioner`s Report: nothing to report
- 10) North Country Council Transportation Committee Report: RP attended the most recent meeting. Topics included discussion of electric vehicle charging station pilot programs by the State and possible changes to ranking processes for the Committee to use when reviewing the list of projects submitted for awarding of grants for the ten year road improvement project lists.
- 11) Any Other Business:
  1. Board discussed the need for a better protocol for building permit review. Also for filing of approvals of lot mergers, subdivisions etc. with the Grafton County Registry of deeds. At present, the police take subdivision/ Lot Line revision mylars down when on other errands there as the Board charges the applicant for the filing fees. Since the board does not collect filing fees for lot mergers, it is incumbent on the applicant to do so. It may be better to charge the fees and then have a system for the police to take all items to be filed once/month. The Board then needs to know that this happened and that the Assessor gets the notice from Grafton County in order to update their records. It was agreed that RP will come up with a spreadsheet for the Board and town staff to review to see if we can improve upon this process for all concerned.
  2. RP noted a copy of letter from Mr. Pasmán & Ms. Mahoney to Mr. Moore, dated Feb. 21, 2020 was sent to the Board outlining contentious issues that have occurred between them. This will be filed in Mr Moore`s property folder.
  3. Letter was received from NH DES concerning acceptance of application for septic system at Tax Map R11 Lot 3 Oregon Road.

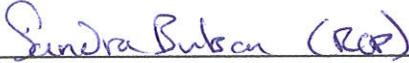
4. Notice of a workshop by FEMA was sent to the Town, to be held in Littleton on April 1 2020. RP, SB and SC will most likely attend.
  5. Cell Tower Notices of Decisions: RP noted that the applicant has now paid all fees, so the Notices will be signed and the mailed to the applicant.
  6. SC noted that the Zoning Ordinances were all passed at the Town Meeting. RP will contact Tara Bamford, Consultant to confirm next step.
- 12) Date of next meeting: Thursday April 9th, 2020.
- 13) Motion to adjourn: SB/SC. All in favor, none opposed.

Respectfully submitted.

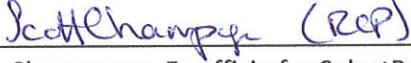
Rosalind Page.

Approved/ Not approved. Date: 4-9-20.

  
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Rosalind Page. Chair

  
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Sandra Butson. Vice Chair

  
\_\_\_\_\_  
Robert Adams

  
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Scott Champagne. Ex officio for SelectBoard

