

Lisbon Planning Board

Thursday September 8th, 2016 at Railroad Station, Lisbon

Meeting opened at 6:03 PM by chair Rosalind Page

Present: Rosalind Page "RP"

Bob Adams "BA"

Sandra Butson "SB"

Mary Lou Forsyth "MF" Alternate Voted until BA arrived at 6:30 pm

Absent: Steve Morrison "SM"

Peter Nightingale "PN"

Quorum present: yes

Guests present: Dan Merhalski – Town Administrator

Agenda items:

1) The board reviewed the minutes of the August 11th, 2016 meeting

Motion by SB to approve, 2<sup>nd</sup> by RP – All voted in favor, none opposed.

2) Public Hearing: Subdivision Regulation Revisions

RP opened the public hearing. Noted correspondence received from Brian Morgan Esq. Landowner on Breezy Hill Road that pointed out some discrepancies with NH State regulations and some other suggested modifications. Board agreed to review his suggestions and send comments to Chair by Thurs Sept 15<sup>th</sup>. Chair will then forward to Tara Bamford, Senior Community Planner at North Country Council for her review. Motion made to continue hearing the Oct 13<sup>th</sup> 2016 mtg at 6 pm. BA motion/ SB second, all in favor.

3) Review of the Capital Improvement Plan.

Dan Merhalski reported that Dept heads had examined their sections and had not come up with any substantial revisions other than the following:

A. He noted he had reduced the town hall building budget by proposing reconstruction of the existing building rather than new building option.

B. Fire Dept commented they were open to looking at used equipment and could modify their list if required.

C. Transfer Station had concerns about viability of used equipment, and noted cost of new was based only upon verbal quotation from vendor.

D. Police Dept felt they could manage without the speed trailer if necessary.

Handwritten signatures of Rosalind Page, Bob Adams, and Sandra Butson. The signatures are in black ink and are located in the top right corner of the page.

- E. Public Works felt all their proposed new equipment was necessary and presented no alternatives.

The CIP as presented would require the town to set aside \$600,000/year if it were to be adopted. He noted it does NOT include any budget for road reconstruction or paving. Also NO inclusion of Water/Sewer Plant upgrade.

Dan reported that the Selectboard are looking for a 3-5% reduction in the town budget for next year.

Commissioners discussed various options, including hiring outside consultant to review the Dept head's analysis and requested Dan to look into whether there were such consultants that he could suggest.

Further discussion led to a request to Dan to prepare three spreadsheets for the October meeting.

- A. The existing one that requires \$600,000 / yr with all new equipment as already presented
- B. Assume used equipment not new, and extend shelf life of all equipment by 50% of time.
- C. Start with Town needing to set aside \$250,000/ yr and see how that affects the equipment list.

ALSO, add a third column for each dept. "Sale of that piece of equipment being replaced".

#### 4) Review of Draft Chapters of the Master Plan

Dan reported that the survey was mailed to the public this week.

Due to the reduction in his hours and workload, he has not had a chance to continue with Chapter three, but hopes to get that to the Board in Oct. Board reviewed the first two chapters made a few comments for revision and thanked Dan for the time and effort thus far.

#### 5) Continued review of Site Plan Regulations.

Tara Bamford had submitted the latest draft with the suggested revisions from the August meeting. The Board agreed that one next step should be to review as commissioners and also suggested that the Chair approach Brian Morgan Esq. to also review as a second set of eyes, being familiar with Land Use regulations. Due to the need to spend more time on the Subdivision regs, we are not yet ready to set a public hearing on the Site Plan revisions. RP also offered to do a sample layout of a couple of sites in town,( possibly the Dollar General) showing how the proposed revisions to parking and landscaping regs would result.

#### 6) Other Business:

BA noted accumulation of trash at a residence adjacent to the Town Hall and questioned what if anything the Board could do about such situations. Discussion noted that this could present a

health hazard that the Town Health Officer should be enabled to address. Board agreed to request Selectboard to have Town Health Officer send a letter to the property owner requesting a cleanup of the property.

Motion by BA to adjourn at 7:33 PM, 2<sup>nd</sup> by SB – All voted in favor, none opposed