

Freedom Planning Board
August 16, 2018
Freedom Town Hall

Members Present: Chair Anne Cunningham, Vice Chair Paul Elie, Paul Olzerowicz, Bill Elliott, Jeffrey Towle and Dale McConkey.

Members Absent: Les Babb Selectmen's Rep.

Others Present: None

Quorum: Met

With a quorum having been declared the meeting was called to order at 7:00 p.m. with Chairmen Anne Cunningham presiding.

Anne opened the meeting updating the board for those who may not have heard, with the sad news that Jennifer Molin has passed away. Jenifer has been attending planning board meetings for the last eight years and was instrumental in passing on valuable information through her website. Not only did she take minutes for various meetings to pass on information, she ran Freedom old home week and was head of the store, she also played a huge part in raising money for the Town Forest and getting people out to meetings. She will be greatly missed.

Minutes:

Paul O. made a motion, seconded by Paul E to accept the July 19th minutes as presented. Motion passed.

Discuss suggested changes for application for Minor Lot Line Adjustment/Boundary Line Agreement.

Proposed language in Section 4- Minor Lot Line Adjustments or Boundary Agreements was the next order of business.

Anne stated in section 4:3 the board only has to take public comment at a public hearing and would like to change *Any abutter may be heard to Any abutter shall be heard*. All agreed.

Under **Procedure and Notice** change *Any abutter may be heard* on the application for review at the public hearing to *Any abutter shall be heard* on the application for review.

It was discussed that the current application does not require the owner record of record of the adjacent parcel to sign the application. Anne suggested making that requirement 5.b, so the board knows both parties agree to the changes.

Item #6 and item #7 will be eliminated.

It was agreed to move forward to have a public hearing in September to present the proposed changes.

Dale entered the meeting at 7:20 p.m.

Check future meeting minutes for any amendments or changes to these minutes

Paul O. made a motion, seconded by Bill to move forward with revisions to the Minor Lot Line Adjustment Regulation as proposed. Motion passed unanimously.

Review of Changes to Subdivision regulations

Anne updated Jeff on the history of adding the following disclaimer to section 6:02:

If an applicant chooses to forgo the informal discussion, please be advised that the planning board may raise concerns or add requirements in subsequent stages of the process that may delay acceptance and approval of the application.

Applicants wanting to skip the informal discussion and go straight to preliminary review was briefly discussed. The same disclaimer was added to pages 12 and 15 as well.

Section 7:05 Description of a Final Plat add the following: *In many cases, some of the Section 6:12 requirements may not be applicable to a minor subdivision.* (See attached).

Page 9 6:11 Dale suggested adding 36"x24" digital file of a plat be added as a requirement for both boundary line adjustment and subdivision regulations. After a brief discussion it was decided to make the 36"x24" digital file of a plat a requirement on both Boundary Line Adjustment and Subdivision Regulations.

Dale suggested creating a check list that would be added to the front packet of each application that would ask the applicant questions then direct them to the next step in the application process.

Anne and Dale will work on a check list to present to the Selectmen.

Paul E. pointed out the 4th bullet on the Sub-division process page and questioned if a stronger word should be used in the place of "would". *See below.*

Determine if this is a project with regional impact. (If it is, nearby towns **would** be included as abutters and noticed before further discussions.)

After a brief discussion it was decided to change *would to may.*

Dale made a motion, seconded by Bill to set the public hearing next month for the materials with any changes discussed from tonight. Motion passed unanimously.

The minutes did not state the length of the term for alternates Peter Park and Pam Keith , so a motion is required to amend the previous motion to include the term.

Anne made a motion, seconded by Jeff to amend the motion for the appointment of Peter Park to a two-year term ending in March 2020. Motion passed unanimously.

Check future meeting minutes for any amendments or changes to these minutes

Anne made a motion, seconded by Paul O. to amend the motion for the appointment of Pam Keith to a three-year term ending in 2021. Motion passed unanimously.

Anne handed out a copy of the Master Plan and asked the board members to please read the plan and make notes because the board needs to make recommendations for each chapter. There may be a workshop to discuss the Master Plan in the near future.

Public Comment

None

Other Business that can come properly before the Board

None

There being no other business to come before the board, Jeff made a motion, seconded by Paul O. to adjourn the meeting at 7:56 p.m. Motion passed.

**Respectfully Submitted,
Stacy Bolduc
Recording Secretary**