

# **Enfield Planning Board – Meeting Minutes**

## **ZOOM ONLINE MEETING PLATFORM**

### **October 14th, 2020**

**BOARD MEMBERS PRESENT:** David Fracht (Chair), Erik Russell (Vice Chair), Kurt Gotthardt, Dan Kiley (Secretary), Linda Jones and Phil Vermeer

**BOARD MEMBERS ABSENT:** John Kluge, Jim Bonner (alternate and videographer)

**STAFF PRESENT:** Rob Taylor- Land Use and Community Development Administrator, Barbara Higgins-Recording Secretary

**GUESTS:** Celie Aufiero, Chris Chiasson

**I. CALL MEETING TO ORDER**

Chair Fracht called the virtual ZOOM meeting to order at 7:00 p.m. He took a “roll call” of members present for attendance.

**II. PUBLIC COMMENTS**

None

**III. SELECTMEN’S REPORT**

None

**IV. REVIEW AND APPROVE MEETING MINUTES: September 23rd, 2020**

*Mr. Kiley MOVED to approve the September 23rd, 2020 Minutes presented in the October 14th, 2020 agenda packet.*

*Seconded by Ms. Jones.*

**Roll Call Vote:**

**Dan Kiley, Linda Jones, Phil Vermeer and Erik Russell all voting Yea.**

**None voted Nay.**

**Kurt Gotthardt and David Fracht Abstained.**

*\* The Vote on the MOTION was approved (4-0-2).*

**V. HEARINGS:**

None

**VI. CONCEPTUAL DISCUSSIONS:**

None

**VII. NEW BUSINESS:**

**A.** Mr. Taylor went over where Atherton Road is located on a map and where the property for discussion is located. Mr. Chris Chiasson is looking to purchase a parcel of land off Atherton Road which is a Class VI Road. He would like to improve Atherton Road and use it as a driveway so he can have access to his property and build a single residence home on it. Mr. Chiasson has already written a formal letter to the Select board asking permission to do that. He has also met with Mr. Taylor, the Public Works Director and the Highway Supervisor to discuss logistics of his project. Atherton Road is the only way he will be able to access the lot if he purchases it.

Chair Fracht had recently hiked that Road in preparation to attend the City of Lebanon's Class VI Roads Committee meeting. He believed the lot that Mr. Chiasson would like to buy is a nice one and he has no objections to giving the Planning Board's blessing to continue with his project.

Ms. Jones asked Mr. Chiasson how large Lot 7 was? He replied that it was approximately 6.6 acres. Ms. Jones asked what the zoning was in that area? The answer was it is zoned as R5. Mr. Gotthardt advised Mr. Chiasson to locate the pins on his property and not to rely on the maps to locate the property lines.

The Planning Board reviewed Mr. Chiasson's request and find no problems with his request.

**B.** Mr. Taylor spoke to the Board about a potential project that may be taking place off Old County Road off of Route 4 (Dry Bridge Hill), on Lot 35-1 near Linda Jones' house. A gentleman by the name of Tom Jealouson has owned the property for a while and wants to build a spec house to sell. Mr. Jealouson would like to upgrade the Class VI road running up past the property and use it as his driveway. Mr. Taylor explained that he did find the original plan for a development that had been proposed for that Lot that was signed and recorded by the Planning Board which says that Lot 35-1 was not to be accessed by County Road, the Class VI Road, but should use Morehouse Lane for access. Discussion was had among the Board members on who could give permission to use County Road for access to Lot 35-1.

**C.** Mr. Taylor sent out a survey to the residents of Enfield to find people who may be interested in joining a Task Force for the Master Plan. Chair Fracht presented a slideshow on the Master Plan process.

It was decided that 3 Planning Board members and 8-10 members of the public would make up the Task Force and they will meet by Zoom. The Task Force would create the initial survey to be sent out to the residents of Enfield to find out how they would like to see Enfield shaped in the future. The initial survey would have questions on it about housing, transportation, and business/economic development. The survey would be web based as well as on paper. It could be promoted by direct mail, the Town newsletter, Listserv, and on posters.

Once the initial results are received by the Task Force, they will compile the information into a framework with Land Use, Visioning, Housing, Transportation, and Business/Economic Development. From that information a second survey would be created to send out to the residents. After the second round of surveys come back, the Task Force would analyze that data and create a Draft Master Plan. It would be placed on the Town's website and invite feedback from the residents. The draft could be worked on after comments were received. Once the Town has a Master Plan the Town would be able to apply for grants to work on the visioning of the Town of Enfield.

Ms. Jones asked if the Planning Board would be working on the Master Plan on their own, without a consultant? Chair Fracht said his did not think that if the Planning Board tried to add a warrant article at Town meeting for money to work on the Master Plan, it would be voted down this year due to Covid-19 and people being strapped for money. He believed that the Planning Board could start the process on their own and somewhere in the future a Consultant could be hired.

Vice Chair Russell felt that the Planning Board should go ahead and ask for the money now, even if the request is turned down at least the Town would know that there was a need for it in the future. Mr. Kiley agreed that there would be no harm in asking for money to work on the Master Plan.

The Board looked over the survey results from the responses by the residents that were interested in joining the Task Force. Everyone on the Board will send Mr. Taylor their top 5 candidates from the survey for the Task Force. Chair David Fracht, Vice Chair Erik Russell and Phil Vermeer will make up the Board members on the Task Force and Kurt Gotthardt will be an alternate member.

#### **VIII. OLD BUSINESS:**

None

#### **IX. NEXT MEETING:**

October 28<sup>th</sup>, 2020

**X. ADJOURNMENT:**

***A MOTION was made by Ms. Jones to adjourn the meeting at 8:48 PM.***

***The MOTION was seconded by Mr. Vermeer.***

**Roll Call Vote:**

**Dan Kiley, Kurt Gotthardt, David Fracht, Phil Vermeer, Linda Jones, and Erik Russell, all voting Yea.**

**None voted Nay.**

***\* The Vote on the MOTION was approved (6-0).***

Respectfully submitted,

Barbara Higgins

Recording Secretary