

**TOWN OF TUFTONBORO
PLANNING BOARD
April 7, 2016
MINUTES**

Members Present: Chris Sawyer, Chairman, Jack Parsons, Vice-Chairman, Bill Marcussen, Selectmen's Representative, John Lapolla, John Cameron, Tony Triolo, Matt Young, Fenton Varney, Members.

Staff Present: Lee Ann Keathley, Secretary.

Chairman Sawyer opened the meeting at 6:34 PM.

**I. Consideration of Minutes
March 16, 2016**

It was moved by Tony Triolo and seconded by Bill Marcussen to approve the March 16, 2016 minutes as submitted. All members voted in favor. The motion passed.

II. Discussion Items

a. Merrimack Valley Development Corporation/Shaw View Subdivision

Chris Sawyer stated the Board received a letter from Merrimack Valley Development Corporation (Shaw View Subdivision) requesting a 12-month extension of the conditional approval granted on June 19, 2014 in order to finalize the precedent conditions prior to recording the subdivision plans and beginning construction. She stated the applicant has signed the Construction Observation Agreement and submitted the fees related to such.

Buddy Thomas, Merrimack Valley Development Corporation, stated they are under contract with Ambrose Construction to begin mobilization in May 2016.

John Lapolla confirmed the road improvements would include a first layer of pavement.

Jack Parsons confirmed the width of the road is 18'.

Tony Triolo asked if the property is listed.

Nina Lupoli, Re/Max Synergy, replied yes, the property is listed as one lot (26.53 acres) with possible 7-lot subdivision noted in the comments section.

Buddy Thomas asked when the subdivision plans could be recorded.

Jack Parsons stated following the posting of a bond for remaining improvements.

Buddy Thomas stated he received an email from the Tuftonboro Farms Landowners Association; noting the Association believes that Merrimack Valley Development Corporation will be posting a bond prior to construction.

Chris Sawyer requested the Board be notified if any issues arise.

It was moved by John Lapolla and seconded by Tony Triolo to grant a 12-month extension of the conditional approval to Merrimack Valley Development Corporation for Shaw View Subdivision. All members voted in favor. The motion passed.

b. Hunter Family Cemetery (TM #4-1-11)

Chris Sawyer stated David and Kristie Smith submitted a plat for the Hunter Family Cemetery and requested acknowledgement and receipt of the plat. She noted the plat was prepared by Ted Wright and the cemetery is located on the Smith's property located at 191 Sodom Road.

John Lapolla asked who would maintain the cemetery.

David Smith replied he would.

It was moved by John Lapolla and seconded by Bill Marcussen to acknowledge receipt of the Hunter Family Cemetery plat, Tax Map #4-1-11, noting the Board does not take jurisdiction. All members voted in favor. The motion passed.

c. Sale of Town Owned Properties

Chris Sawyer stated the BOS requested the Board's review and comment regarding the sale of several Town owned properties. She noted the BOS originally requested the Board to review such in May 2013. She reviewed Staff's memo, dated 6/10/16, outlining the Board's recommendations, see attached. She noted two additional properties that were not included in the initial request to review; Tax Map #'s 65-1-1 (Lang Pond Road) and 41-3-3 (Union Wharf Road).

Matt Young recommended the properties be returned to the tax roll noting there is no need for the Town to maintain the properties. He recommended the properties be offered to the abutters first, include a high bid stipulation and voluntary lot merger.

Jack Parsons stated the abutters are notified of the auction.

d. Master Plan Surveys

Staff informed the Board she spoke with Mike Izard, LRPC, regarding the Master Plan update. She stated that Mike Izard has met with Gina Lessard, Parks and Recreation, and Steve Wingate, Conservation Commission and has requested information from the Board relative to historic and scenic resources. Staff noted that per the contract with LRPC, the deadline to complete the update for those sections of the Master Plan is June 30th. She also noted that Mike Izard recommends that the recreation component be a stand alone chapter.

The Board tallied surveys numbered 121-331.

III. Informational Items

None.

IV. Other Business

Town of Tuftonboro Employee and Volunteer Recognition

Employee and Volunteer recognition event scheduled for 5/18/16 at 5:30 PM at Camp Belknap, RSVP by 4/22/16.

It was moved by John Lapolla and seconded by Tony Triolo to adjourn the April 7, 2016 Tuftonboro Planning Board meeting. All members voted in favor.

There being no further business before the Board, the meeting adjourned at 8:21 PM.

Respectfully Submitted,

Lee Ann Keathley

Lee Ann Keathley

Memorandum

Date: June 10, 2013

To: Board of Selectmen

From: Lee Ann Keathley, Planning Board Administrative Assistant

RE: **Sale of Town Owned Property**

The Planning Board reviewed the BOS' memo, dated May 6, 2013, requesting review and comment by the Board relative to the sale of Town owned properties. The Board recommended a conservative approach by selling the following most marketable properties; TM #42-2-5, Middle Road (Dearborn property), TM #46-3-9, Mountain Road and TM #46-3-13, Mountain Road. The Board recommended that once those properties are sold to sell the next marketable properties on the list.