



TOWN OF GILMANTON
PLANNING BOARD
Thursday, June 9, 2022 – 6:30PM
Academy Building - 503 Province Road
Gilmananton, NH 03237
www.gilmanntonnh.org

MEETING MINUTES APPROVED

A. CALL TO ORDER BY CHAIRMAN

Resident Nate Philbrook was sworn in as an Alternate Member.

B. ROLL CALL

Members present included Chair Roy Buttrick, VC Vincenzo Sisti, Members Brett Currier, Jake Dalzell, Marty Martindale, Parker Hoffacker, Selectmen Rep. Mark Warren and Alt. Member Nate Philbrook along with staff Bre Daigneault and Lauraine Paquin.

C. SALUTE TO THE FLAG

D. PUBLIC HEARINGS- REVIEW FOR REGIONAL IMPACT

a. NEW

CASE# SUBMIN2022-502: Property owners Janice C. & Peter J. Osborne, represented by land agent Paul F. Zuzgo, LLS, are applying for a Minor Subdivision to their property located at 30 Middle Route in Gilmananton, NH, known as map and lot 415-008. The proposal would subdivide 2.34 acres of vacant land leaving 2.89 acres with an existing single-family dwelling. The property is located in the Rural Zone.

Paul Zuzgo briefly described the subdivision. It is a straight forward subdivision that meets State and Town regulations.

Member Martindale made the motion to accept the application as complete. Chair Buttrick seconded. **Motion passed 7-0.**

Chair Buttrick opened the public hearing. With no public comment, Chair Buttrick closed the public hearing.

Chair Buttrick asked about the placement of the septic to the front of the lot with the house to the back. Mr. Zuzgo stated that was done for the placement of the test pit for the State. Staff Daigneault stated that there are a few grammatical errors on the plan and two conditions for approval that should be stated: pins be set prior to recording and State subdivision approval, which is currently pending.

Member Currier made the motion to approve the application with the following conditions:

1. Grammatical errors corrected
2. State subdivision approval
3. Bounds set prior to recording

VC Sisti seconded. **Motion passed 7-0.**

b. **OLD** - None

E. MINUTES OF – May 12, 2022

VC Sisti motioned to accept minutes of May 12, 2022. Member Martindale seconded. **Motion passed 7-0.** Selectmen's Rep. Warren verified that Member Hoffacker was at meeting but his name is not under Roll Call. Staff would have this corrected.

F. UNFINISHED BUSINESS - none

G. CORRESPONDENCE - none

H. OTHER BUSINESS/PUBLIC COMMENT

Staff Daigneault mentioned to the board to begin looking at the ordinances to see if a warrant article is needed for anything. She mentioned that the Selectmen are still looking for feedback on the roads and culverts schedule. Selectmen's Rep. Warren had a good idea for someone from the board to take the lead on that or form a subcommittee. Chair Buttrick suggested getting a Clerk of the Works. Selectmen's Rep. Warren clarified that what the Selectmen are looking for is how to move a roads plan forward. This plan would include what is needed for money, bonding, etc. The Town missed an opportunity to get a FEMA grant that would have funded 90% of a project. The Town didn't have the documentation needed to apply. Selectmen's Rep. Warren asked Chair Buttrick if this would be the Planning Board's purview to make recommendations to the Selectmen? Chair Buttrick spoke about how he was on a committee in Loudon for roads and asked if the Planning Board is supposed to inspect the roads? Selectmen's Rep. Warren stated the Selectmen are looking for something like a five-year plan. The Town had a company do a road assessment and that has already been completed. A plan now needs to be put together on what a schedule would be to work on the roads and when. Chair Buttrick mentioned to get car counts on the roads. Member Currier asked if there is a grant writer in town and consensus was no. There was further discussion amongst the board regarding a roads committee. Selectmen's Rep. Warren suggested VC Sisti could work with the office regarding roads and he agreed.

Member of the public David Ferber asked who he is to talk to regarding the ditching and culverts on his property at the corner of Willow and Hemlock that is collapsing. VC Sisti asked for clarification of which road the culverts were on. Mr. Ferber stated it is on Hemlock. Staff Daigneault stated the ditches are the Town's responsibility and culverts are the homeowner's responsibility.

I. NON-PUBLIC - none

J. ADJOURNMENT

Member Currier made the motion to adjourn at 7:10 pm. Chair Buttrick seconded. **Motion passed 7-0.**

Respectfully Submitted,
Bre Daigneault, Community Development Director
BD/lp

Authorized by _____
Chairman C. Roy Buttrick

Date: _____