

**TOWN OF NORTHUMBERLAND
PLANNING BOARD MEETING
Weds., Aug. 1, 2018
Groveton PD/Ambulance Bldg. - Meeting Room
10 Station Square
Groveton, NH
7:00 P.M.**

Board Members present: Gloria Covell, Jeffrey St. Cyr, Al Rossetto, Addy Hall, Jim Weagle

Others present: Elaine Gray, Rebecca St. Cyr - Recorder

G. Brisson-Covell, Chairman opened the meeting at 7:00 pm

1. MINUTES of July 5, 2018 Meeting

Motion to approve by: A. Rossetto
2nd by: A. Hall, All in Favor 3-0

2. Highlights of Planning Board meeting- Albany, NH. – G. Brisson-Covell

G. Brisson-Covell attended the Planning Board meeting; she thought it was very good and worth it. Michelle Morin-Gray, NCC and Ben Olsen were there, Olsen said to reach out if we have any questions or need any help. They gave out a flash drive that has a copy of the 2017 Planning Board Intra Guide. Gloria gave it to E. Gray and asked if she could download and send out to everyone. It was nice because there were several different town representatives there also and they talked about the things they do.

She learned that you can have up to 5 alternates; they said to everyone, if you have time during the Planning Board meetings suggested working on a chapter per week of the Master Plan, as time allows (if you are working on the Master Plan). In our case, Brisson-Covell asked them how much it costs. J. Weagle said we wouldn't be continuing with NCC, we can hire Michelle privately. If we pay the dues of approx. \$2,000/year, that would cover the cost of help on the Master Plan. G. Brisson-Covell said if we don't renew and need to reach out to them (NCC) they are not obliged to help but said they would.

3. Update of Master Plan in 2019

J. Weagle discussed NCIC; A. Rossetto is on the GREAT committee, volunteering to be helpful to the Town. All the organizations have their own protocols. Without expert advice on the Master Plan, we would go through it page by page. If the Master Plan gets dropped to the Planning Board; Rossetto isn't sure that we can produce a product that covers Robin Irving's needs. G. Brisson-Covell said that Lancaster opened theirs to the public for input. GREAT sent out a survey – approx. 100 responded.

Other agencies that it can affect should be involved in the update. Robin Irving finalized the final one in 2014. The surveys should be sent out 8 – 9 months prior; if we need to pay Michelle Morin-Gray, an estimate will be needed and then put in the budget. She has offered her services as an outside consultant. See email for info.

If we don't go with NCC, then we still need a cost estimate. Rossetto asked if we go with NCC, does the membership fee cover the cost of **Alex Belenz's** help. No, it would be an extra cost. J. Weagle said we can contact LGC for direction.

We need to have a Master Plan, so do we go out and contract with someone? The master plan needs to be done every 5 years, it's due for an update in 2019. We need to start moving forward on it. Last time we sent it out to GREAT; J. Weagle said he was against it at the time, it should be the Planning Board that reviews and updates. For the last update in 2014, we didn't have expert council, but we produced the best product that we could.

If the Planning Board does the update, it will take some time and will entail extra meetings to get it done. J. Weagle talked about doing it in house to save money. A. Rossetto said we need input from Robin Irving, so that it covers her needs. G. Brisson-Covell will reach out to Irving to review.

Rossetto suggested inviting Robin Irving to the next meeting. We need to look at the best way to get the survey out without spending. J. Weagle will check with Irving tomorrow, 9/5 is the next meeting. J. Weagle will also reach out to some other towns/cities to see if they will share their survey.

NCC Planning Board Training – G. Brisson-Covell will send an email to E. Gray.

Brisson-Covell said the law has changed regarding merger of lots or lot line adjustments. The bank that holds a mortgage on the property needs to be notified by the applicant and they must provide proof this has been done.

4. Letter of Resignation – Jesse Hern has moved to Bethlehem, so he no longer qualifies to serve on the Planning Board.

Jesse Hern has been an alternate on the Board; since he's moved a letter of resignation needs to be submitted, which he is aware of. It hasn't been received yet. J. Weagle will reach out to him.

We will need to look for another alternate; advertise on the website, face book, etc. Briefly discussed candidates that might be interested in being an alternate.

3. Any Other Business to Come Before the Board

Talked about the cell tower, we require a bond for removal of the tower. Ever Source has a \$6,000 bond they would have to pay, if the tower is taken down.

A. Rossetto discussed a letter he received from Eversource re: net metering, fees, etc.

Tim Sutherland will be at the September meeting.

No further business was discussed.