



## Mason Planning Board

**November 18, 2020**

Approved

### **Attending Members**

Kate Batcheller, Charlie Moser (Ex-O), Dane Rota, Dotsie Millbrandt (Vice Chair), Cassie Mullen (NRPC)

### **Absent Members**

John Suiter (Alternate)

### **Attending Public**

Debra Lane, Ed Lane

### **Call to Order**

The meeting was called to order at 7:01 PM by vice chair Dotsie Millbrandt

### **Next Regular Meeting**

December 30, 2020

### **Voting Members Tonight**

Voting members tonight: Dane Rota, Dotsie Millbrandt, Kate Batcheller, Charlie Moser

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### **Regular/Old Business**

#### **Minutes**

The Board read the minutes of October 28, 2020 and approved the minutes as submitted.

Vote: All in favor.

#### **Correspondence**

None

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## **New/Continuing Hearings**

### **MAS 20-02: Brendan Kilcoyne and Timothy O'Toole**

Application to subdivide lot H-5 (203.75 acres) with frontage on Brookline Road. The result will be four lots, lot H-5 (50.29 acres), lot H-5-1 (50.74 acres), lot H-5-2 (50.52 acres), and lot H-5-3 (50.43 acres). All lots will be serviced by a new road, underground utilities, onsite septic, and individual wells. Lot H-5 is located in the GRAF district and lies outside of the 100-year floodplain.

Brendan is present. Randy Haight, development engineer, is present.

Abutters present: None

Voting members: Dane Rota, Dotsie Millbrandt, Kate Batcheller, Charlie Moser

Randy Haight presented the progress on the application.

The board reviewed the Subdivision Developer Agreement per the changes it requested last month. The board had a couple of new minor comments to be addressed, but overall the board's requests for clarification and detail have been met.

The town's road engineer for this application, Mike Vignale, sent a letter giving his approval for the road design. He also sent a list of inspection checkpoints. These are stages where elements of road construction are complete, such as the stormwater basin, swales, culverts and road base layers. At these points the town engineer will inspect the construction. Having a record of the proposed inspection checkpoints was another item the board had requested last month.

The board discussed the status of the application. The following are completed: draft of easements, subdivision development agreement, road construction checkpoints, stormwater management plan. The board felt this application was ready for a vote on conditional approval.

Dotsie made a motion to grant conditional approval to application MAS 20-02 per following conditions:

- Conditions for sign-off:
  - Subdivision land development agreement updated per this evening's comments
  - All fees paid
  - All state approvals - AoT permit, Dredge and Fill permit are outstanding
  - One Mylar and 4 paper copies
- Conditions subsequent:
  - Compliance with all recorded agreements

Kate seconded the motion. Vote: Dane Rota – aye, Dotsie Millbrandt – aye, Kate Batcheller – aye, Charlie Moser – aye

Application MAS 20-02 has received conditional approval.

### **MAS 20-04: Powers and Smith**

An application by Joseph & Colleen Powers and Michael & Kimberly Smith to create a common lot line between Lots J-69-3 and J-69-4 by adding “Parcel A” to Lot J-69-3 and “Parcel B” to Lot J-69-4, eliminating Lot J-69-7. Lots J-69-3, J- 69-7, and J-69-4 all have frontage on Reed Road and are all located in the GRAF District.

Joseph Powers is present

Abutters present: Debra Lane, Ed Lane

Voting members: Dane Rota, Dotsie Millbrandt, Kate Batcheller, Charlie Moser

Randy Haight presented the plan. There are 3 adjacent lots. Joseph and Colleen Powers reside on the northern lot, the middle lot is vacant, and Michael and Kimberly Smith reside on the southern lot. This application proposes to divide the middle lot in half, merging one half with the Powers lot and the other half with the Smith lot.

No new lots are created. One lot goes away, merged into adjacent lots.

Charlie made a motion to declare the application complete. Kate seconded. All voted in favor.

Dotsie made a motion that the proposal had no regional impact. Charlie seconded. All voted in favor.

The hearing was opened for public comment.

There was no comment volunteered. The board asked the abutters present if they had an opinion; they replied that they were in favor.

The hearing was closed for public comment.

All fees have been paid. No state approvals were needed.

Dotsie made a motion to grant approval to application MAS 20-04. Charlie seconded. Vote: Dane Rota – aye, Dotsie Millbrandt – aye, Kate Batcheller – aye, Charlie Moser – aye

Application MAS 20-04 is approved.

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### **Other Business**

As Scott MacGarvey has resigned, the board needs to select a new chair. Dotsie nominated Dane, Charlie seconded. Vote: All in favor. Congratulations, Dane.

Kate has volunteered to be our scribe and take minutes. Thank you, Kate!

Kate will put something out on facebook saying we're accepting new members and also let people know the completed, approved and final 2020 Master Plan is on the town website.

Budget: The board would like to work on a CIP for next year. We'd like Cassie's assistance. Cassie will submit an estimate.

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## **Action Items**

Keeping a running checklist of changes the board should make to the subdivision regulations and application checklist at some future time:

- The HCRD block is no longer required by Registry of Deeds
- Hillsborough Country Conservation Service no longer certifies soils on survey plats
- Update Payments chart
- Cul-de-sac instead of hammerhead turnaround

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## **Adjourn**

Dane made a motion to adjourn. Kate seconded. Motion carried unanimously. Meeting adjourned at 8:40 pm.