



# Mason Planning Board

May 26, 2021

Approved

16 Darling Hill Road, Mason, NH 03048

Location: Zoom Video Meeting

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- Meeting called by:** The meeting was called to order at 7:00 PM by Chair Dane Rota
- Attendees:** Dane Rota (Chair), Dotise Millibrandt (Vice Chair), Charlie Moser (Ex-O) Kate Batcheller, John Suiter, Cassie Mullen (NRPC)
- Absent Members:** Steve Wells (alt), joined the meeting at 7:34 pm
- Attending Public:** Richard Stockdale, Jon Bryan
- Voting Members:** Dane Rota, Dotsie Millibrandt, Charlie Moser, Kate Batcheller, John Suiter
- Next Regular Meeting:** June 30, 2021 at 7:00 PM ET

## Regular/Old Business

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**Agenda item:** Unapproved Minutes

**Discussion:**

The Board read the minutes of April 28, 2021 and approved the minutes as submitted.

**Vote:** All in favor.

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**Agenda item:** Correspondence

**Presenter:** Dane Rota (Chair)

**Discussion:**

- The Town of Townsend MA Planning board sent a notice regarding a public hearing regarding the Townsend Senior Center Expansion. No action needed.
- Correspondence received from Meridian Land Services, Inc. regarding the Kilycone Subdivision (MAS 20-02) Land Development Agreement to include the terms of the bond and inspection cycle. The Mason Board of Selectman are in the process of reviewing the plan and agreement. Planning Board Chair and Vice Chair will need to sign the site agreement. Dane will request from Meridian Land Services an electronic copy of the approval from the NH Department of Environmental regarding the Alternation of Terrain (AOT) Permit.

## New/Hearing Business

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**Agenda Item:** None

## Other Business

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**Agenda item:** Kilcoyne Subdivision (MAS 20-02) Development Agreement

A motion was made by Charlie to approve the Subdivision of Land Development Agreement for Kilcoyne subdivision (MAS 20-02) and authorize the Chair and Vice Chair to sign the document. John seconded.

**Vote:** All in favor.

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**Agenda item: Sign adopted regulations & certificates of adoption**

- As a reminder the signature papers are located at the town hall in the Planning Board mailbox for those members who have not signed.

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**Agenda item: CIP development**

**Presenter:** Dane Rota (Chair)

**Discussion:**

The Planning Board agreed to begin the process of scoping the Capital Improvement Plan (CIP). Cassie will provide samples to be used as guidance/model for developing the scope of work. These samples will be circulated to the board members before the June 2021 meeting. Samples will assist in identifying items to include in the CIP such as capital projects and equipment purchases. NRPC will provide a SOW for the CIP after the Planning Board determines the scope of work.

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**Action Items**

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

**Action items**

**Person responsible**

- ✓ Ordinance Update/Review  
    Planning Ordinance with respect to non-conforming uses, (land/structure) update  
    Wind Tower Ordinance / Solar Farm Ordinance

NRPC/Mason PB

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**Adjourn**

Dane made a motion to adjourn. Dotsie seconded. Motion carried unanimously. Meeting adjourned at 7:44 PM.