

**kkkTOWN OF BARTLETT PLANNING BOARD  
WORK SESSION**

***August 20, 2013***

**Members Present:** Chairman David Publicover; David Patch; David Shedd; Doug Garland; Julia King; Lydia Lansing. **Members Absent:** Margaret Lavender.

Chairman Publicover opened the meeting at 7:10 pm.

**1. Continuation/Final Approval: Red River Properties Development Corp., Highland Road.** File: 2013-1184. Application for amendment to subdivision plan to reduce a previously-approved 8-unit subdivision to 4 units. Tax Map 6SACOR, Lot 037HRO.

The applicant had provided a set of plans showing the revisions requested by the board, which were given to the fire chief for his review. Motion to continue to the September 3 meeting was made by Julia King; seconded by Lydia Lansing. Vote: All in favor.

**2. Preliminary Review: Barbara Lombard, 24 Popple Hill Road:** File: 2013-1186. Application for a boundary-line adjustment to remove 0.38-acre from Lot 49A, an undeveloped parcel containing 1.92-acres, and adding it to Lot 49, a 1.55-acre homestead property. Both lots are owned by the applicant and the adjustment will allow two sheds, a waterfall, and a fire pit to be located on the homestead property. After adjustment, Lot 49A will contain 1.44 acres, and Lot 49 will contain 1.93 acres. Tax Map 2GLENW, Lots 49 and 49A.

The board reviewed the application, determined there were still two buildable lots, and did not have any major concerns. A public hearing for the application will be held on September 3.

**3. Review and Approve Minutes:** The minutes of the August 5, 2013 meeting were reviewed and the following revisions were requested: Item 1, Discussion with Daryl Mazzaglia. Omit the last sentence of the first paragraph and replace with the following: "The board noted that the danger sign may have been placed due to the steep drop-off into the gravel pit pond (which the board noted is a potential safety issue)." Same item, second paragraph, 7<sup>th</sup> line down: add the word "board" after the word "planning". Item 5: Change Mary Langer Pinkham's name to Pinkham Langer. Motion to accept the minutes, as revised, made by Lydia Lansing; seconded by Doug Garland. Vote: All in favor.

Review of the minutes prompted the board to again discuss the conservation easement. Mr. Garland said that people needed to be able to safely cross Razor Brook to reach the National Forest and the conservation land, and that the easement map showed the access extending across the brook. And even though the easement is a conservation commission matter, he wondered whether the planning board should visit the area so that members could familiarize themselves with it. The board's involvement is that Mr. Berry is using the easement as wetlands mitigation against the next phase of his Stillings Grant project and should he not fulfill his commitment to the terms of the easement, that fact could be used as leverage when a formal application was submitted. The Chairman noted that the conservation commission would need to officially notice Mr. Berry that his obligations had not been met, before the board could become involved in the issue.

**4. Rules of Procedure:** The Chairman provided revised copies of the Rules of Procedure and advised he had added one extra sentence to Section II, Members, Item 4, which further addressed an alternate's participation in board proceedings. This prompted a discussion as to who the alternates were. Julia King said she had heard that former board member Frank Matranga would be willing to serve as an alternate. Julia King asked that the statutory appeal period referenced in Section X, Reconsideration, be clarified by stating the length of the appeal period. The Chairman said the language used for the document was boiler-plate, taken from the State Planning Office. Instead of stating the length of time, it was decided to add the RSA governing this appeal period so that if the time period ever changed per the RSA, it will not be necessary to revise the document.

Section IV, Meetings, Number 8 was discussed with the suggestion made to remove the provision that the Chairman had the discretion to accept, or postpone to a later meeting, any requests to be included on the agenda which were lodged later than the Wednesday preceding that meeting. These only involved requests that were unrelated to pending or accepted applications. Instead, the requests will be automatically postponed to the next meeting.

The Rules of Procedure now refer to what was formerly called a preliminary review as "Preliminary Conceptual Consultation." The Chairman said once the Rules of Procedures were adopted, the subdivision and site plan regulations will need to be amended to reflect the new term. It was felt this was purely a housekeeping item and since the intent of the regulations did not change, a public hearing would not be necessary.

**5. Master Plan Revisions:** The Chairman handed-out revisions to the Master Plan for review, and sections still outstanding were discussed. Any department or organization who had not responded to our original request will be contacted again. There was a question as to the accuracy of the commercial lots in town, and this number will be check. Doug Garland also said he would like to see the area in current use expressed in acreage, rather than by lot.

**6. Mail and Other Business:**

Correspondence on the agenda was reviewed.

David Shedd advised he have no further information on the Glen Builders' gravel pit on West Side Road.

Julia King requested that any member listed as being absent in the minutes, be listed as "absent with notice" if they had previously advised they would not be present.

With no further business, a motion to adjourn was made by Julia King; seconded by Lydia Lansing. Vote: All in favor. The meeting adjourned at 8:25 p.m.

Respectfully submitted,  
Barbara Bush  
Recording Secretary