

Town of Richmond
Planning Board Public Meeting
Taylor-Van Brocklin Building

July 9, 2024, 7:00 PM

Final

Member Present	Member Absent
Brad Grinstead	Lloyd Condon (Alternate)
Doug Bersaw (Selectman Rep)	William Daniels (Alt Selectman Rep)
Doug Smith (Chairman)	Joe Norman
Greg Butko (Alternate)	
Jed Butterfield	
Kim DeMasco (Vice Chairman)	
Lisa Traeger (Secretary)	
Nick Viselle (Alternate)	

Public Meeting called to order 7:00PM by Doug Smith (Chair)

Alternate Nick Viselle seated for Joe Norman.

Public; Charles Lawrence for Lutz Subdivision:

Committee Appointees: Bonnie McCarthy, Kim Gold, Margaret Alice Kehoe, Dick Drew, Maryann Lauretti

1 New Business.

- a. Subdivision Application Review for Sprague Road, Map 411 Lot 39. Planning Board reviewed packet for completeness.
 - i.) Discussion was held on requested waivers 501.14 S and 501.14 R for not supplying both the Wetlands identified and/or delineated and Wetland Conservation District.
 - ii.) Requested checklist
 - iii.) Application question #18 noted Wetlands identified as "N/A".
 - iv.) Board allowed submittal of next paper plats not be signed by Owner and wait for signatures on the final mylars as approved.
 - v.) Driveway permit underway with Road Agent, B. Blood.
 - vi.) Lawrence will update plot to include the Wetlands and Conservation district, remove the waiver requests for 501.14 S and R and correct the actual application to include #18 Identify wetlands as "yes" and resubmit the entire package at the next meeting (July 16).

2 Mail

- a. SWRPC Newsletter.

3 Old Business:

- a. Minutes
 - i. Minutes of 06.18.24 Public Meeting Draft:
 - a. Motion to approve as revised by DeMasco, seconded by Bersaw, Traeger yes; DeMasco, yes; Grinstead, yes; Bersaw, yes; Smith, Butterfield and Viselle abstained, motion carries, final will be posted once revised.
- b. Master Plan
 - i. Doug Smith introduced new committee members for the Master Plan Committee.

- a. In Attendance; Bonnie McCarthy, Kim Gold (ZBA), Margaret Alice Kehoe, Dick Drew, Maryann Lauretti, Lisa Traeger (PB), Brad Grinstead (PB), Jed Butterfield (Alt PB). Absent; Kim Mattsen, Sandee Auvil.
- ii. Copy of approved Committee Charter and rules as well as the List of 2010 MP Recommendations for review were distributed,
 - a. Committee falls under RSA 91A and must have minutes and meetings be properly noticed.
 - b. Members need a copy of the Master Plan.
 - c. Discussion resulted in clarification on some of the wording, particularly about the use of the word "Recommendation". The committee is not soliciting new recommendations but will note extemporaneous observations; that will happen at a later date. (As a footnote: the unrevised MP Committee document was distributed in error and that document was discussed, not the June 18th. approved as revised copy. The corrected copy will be attached to both June 18 Minutes and July 9 Minutes and distributed to the MP Committee.)
 - d. A majority of the subcommittee left the building, discussed a date and time for the first meeting, resulting in a meeting scheduled July 19, @ 6:30 in the town library.
- c. Survey / Masterplan discussion:
 - i. Traeger reviewed Master Plan box of files,
 - a. The 2004 Master Plan process, survey and notes are missing.
 - b. There are significant details on 2010 MP process, discussions and history
 - c. Additional older surveys and results were in the file box.
 - d. Request to see any records from the Town Clerk on the 2004 survey
 - ii. Smith expressed desire to keep Richmond a Farm Friendly Town as part of our Vision and had strong support for this idea.
- d. Copies of the Final Zoning Ordinance were distributed to the Board.

3. Other

The next Planning Board meeting will remain on schedule for July 16

Motion to adjourn the meeting by Butterfield, seconded by Bersaw, all in favor, motion carried.

Meeting adjourned 8:17 pm

Respectfully Submitted,

Lisa Traeger