

Town of Winchester
Planning Board
Minutes
8-6-18

Meeting opened: 7:00pm

Members present: Mike Doherty (Chair), Herb Stephens, Gus Ruth (V. Chair), Jordan Sharra, and Christy Davis. Suzanne Boisvert and Kim Carl are absent. Margaret Sharra is the Land Use Administrator (LUA).
Public: Richard Drew, Sara Carbonneau, Mark Mikoski and Frances Correnti.

First order of business: The board reviews the minutes of 7-16-18 for approval. **J. Sharra moves to approve as written, C. Davis seconds. The vote is 3 yes and 2 abstain (were absent).**

Second order of business: The board reviews an application for a two lot subdivision submitted by Richard Drew for Howard Spaulding. The property is on Scotland Road map 3 lot 18. He proposes to subdivide the land into a 73.7 acre lot and a 7.1 acre lot. The Chairman reads the notice. The LUA confirms all notices were posted and sent to the abutters. She notes there is a letter of representation and all board members received a copy of the plan, driveway approval and the application prior to the meeting. G. Ruth confirms the boundaries with Mr. Drew.

G. Ruth moves to accept the application as complete and move into a hearing on the matter, J. Sharra seconds. The vote is 5 yes. 7:06pm.

Mr. Drew presents the application. He shows the layout, driveway and wetlands on the plan. Mark Mikoski asks about a second driveway. Mr. Drew explains while there are two entrances to the property only the northern one is the one with the driveway permit.

There are no other questions. **J. Sharra moves to close the hearing, H. Stephens seconds. The vote is 5 yes. 7:10pm.**

H. Stephens moves to approve the two lot subdivision for Mr. Spaulding, G. Ruth seconds. The vote is 5 yes. The plans are signed.

Third order of business: The LUA informs the board there is an opening on the board at SWRPC for a Commissioner to represent the town. She is asking the board to nominate Sara Carbonneau for this position. Sara has lived in town for over twenty years and has recently retired as the Planning Director from the Town of Swanzey. She is presently on the Brownsfield Advisory Board at SWRPC. Her years of experience and knowledge would be an asset to the town. Sara is introduced and relays additional background information including her education. She and the LUA also inform the board about a rail trails survey put out by the SWRPC and Winchester's role in a new advisory group working to upgrade and expand/promote the use of the rail trail from Keene to Hinsdale. **H. Stephens moves to nominate Sara Carbonneau as a commissioner to the SWRPC and requests the BOS to appoint her. J. Sharra seconds. The vote is 5 yes.**

Fourth order of business: Brad Hunter is here to consult with the board about a 4 lot subdivision on Back Ashuelot Road. His main question was to get information on how the road he constructs becomes a town maintained road. He is told a petitioned warrant article for it to become town maintain goes before the voters. Members are aware that sometimes it has taken two tries before it passes at town meeting. He is told to meet with Dale Gray, Highway Superintendent, to discuss what is required for a town road. The board abides by the Highway Superintendent's requirements. Requirements for roads are in the town Subdivision Regulations. Mr. Hunter is welcome to submit an application.


Fifth order of business: Other business. The LUA asks the board if they are considering any zoning amendments. Following discussion, the board would like the LUA to bring them information on relaxing density requirements and to propose to allow roof signs and off premises signs.

The LUA asks the board to approve and sign support letters for the culvert grant applications. **H.**

Stephens so moves and J. Sharra seconds. The vote is 5 yes.

H. Stephens moves to adjourn, C. Davis seconds. The vote is 5 yes. 7:35pm.

Minutes respectfully submitted:

Margaret Sharra, LUA 

Minutes approved by the board on: 9/17/18

Minutes signed by:



Mike Doherty, Chairman