

DRAFT

Sullivan Planning Board Minutes 3 April 2019

Present: Leslie Casey (chair), Milton Trimitsis (secretary), Ann Sweet (alternate, serving in place of Chris Pratt), Laura Merrifield (Select Board representative), Dott Miles, Peter Miles, Chris Pratt (non-voting board member), Laura Lewandowski.

Members of the public: Steve Sullivan and Carol Sullivan of 282 Centre St, Rich Sullivan representing the Sullivan Center for Sustainable Agriculture at 270 Centre St.

The meeting convened at 7:00pm.

In the organizational meeting, L. Merrifield made a motion that L. Casey continue to serve as chair for the coming year; D. Miles seconded. All approved. L. Merrifield moved that M. Trimitsis continue to serve as secretary for the coming year; D. Miles seconded. All approved. The official membership of the planning board includes all the members present at this meeting as well as Mark Smith, an alternate. Ann Sweet was appointed to a new 3-year term as an alternate, and Peter Miles was reappointed to a 3-year term as a full member. Chris Pratt was appointed to a 3-year term as a full member to fill the seat vacated by Ann Sweet, but had not been sworn in as of the meeting and was not eligible to vote.

L. Casey declared that A. Sweet should serve as a full member for this meeting in place of C. Pratt.

L. Casey moved to approve the minutes from the March 2019 meeting; L. Merrifield seconded. All approved the minutes as written. L. Casey moved to approve the minutes from the 19 March 2019 site walk for the boundary line adjustment at the Sullivan properties; L. Merrifield seconded. All approved.

Steven and Carol Sullivan and the Sullivan Center for Sustainable Agriculture Subdivision/Boundary Line Adjustment (Tax Map 3-112-000 & 3-112-002)

The board reviewed the application materials for the boundary line adjustment for completeness. An amended draft plat was provided. L. Casey moved to accept the application as complete; L. Merrifield seconded. All approved.

L. Casey moved to revoke the 2012 boundary line adjustment that had been approved by the Board, but for which a deed had not been recorded; L. Merrifield seconded. All approved. Grounds for revocation are per Section X.2 of the Sullivan Subdivision Regulations. The planning board will record a Notice of Revocation with the Cheshire Country Registry of Deeds.

L. Casey moved to approve the proposed boundary line adjustment conditional on provision of proof of conveyance of the land; P. Miles seconded. All approved. The planning board will record the plat showing the boundary line adjustment before the property is sold to the new owners. The Sullivans provided a check made out to the Town of Sullivan for recording fees and L-CHIP, and will provide a copy of the deeds once the transaction is complete.

Walters (375 Route 9) boundary line adjustment

The plat and the 3 deeds were recorded at the Registry. The stamped original deeds were returned to the Planning Board. L. Casey will request a copy of the stamped receipt for the recorded plat. A notice of approval will be sent to Mr. Walters.

Ward Thompson Trust (Route 9) voluntary lot merger

A stamped copy of the notice of merger was requested by the owner, Ward Thompson Trust. The Selectmen will be provided a copy to send to the Trust.

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L. Casey has been working with L. Merrifield to submit records of all the boundary line adjustments that were approved over the last 2 years to the Regional Planning Commission for the purposes of calculating property taxes. In the process, L. Merrifield discovered that a boundary line adjustment recorded by Jarvis in 2010 was recorded with an incorrect tax map number for one of the lots as a result of a surveyor's error. It was also discovered that the J Walters boundary line adjustment records do not reflect the previously-approved voluntary merger of 2 lots. No action is to be taken by the Planning Board on either of these matters.

L. Casey and L. Merrifield discussed a mechanism for noting new boundary line changes on the Town copies of the property maps. L. Merrifield suggested hand-notating changes to tax maps before the maps are officially updated.

All proposed CPO amendments were approved at the 2019 Town Meeting. Copies of the amended CPO were distributed to members of the Board.

L. Casey moved to adjourn; L. Merrifield seconded. All approved. The meeting adjourned at 8:31pm.

Minutes submitted by Milton Trimitsis, Secretary.

Minutes of Planning Board site walk at 270-282 Centre St

In attendance:

Planning Board: Milton Trimitsis (secretary), Leslie Casey (chair)

Applicant: Steve Sullivan

L. Casey and M. Trimitsis conducted a site walk at 270-282 Centre St. (Tax Map 3-112-000 and 3-112-002) on 19 March 2019 at 10am to review the proposed boundary line adjustments requested by Steve and Carol Sullivan and the Sullivan Center for Sustainable Agriculture (see minutes of 6 March 2019 Planning Board minutes). As only two members of the Planning Board were present, it did not constitute a quorum. No decisions were made, and the site walk was for informational purposes only.

They determined that sections of the proposed boundaries of the property examined were accurately reflected in the plan submitted to the board by the applicants. They did not observe any site conditions suggesting that the board should not approve the boundary line adjustment. During the site walk, Steve Sullivan pointed out that the boundaries had been changed slightly from what was shown on the surveyor's plan at the 6 March 2019. The changes were made to accommodate the actual usage patterns on the farm, which the surveyor was unaware of when he first established the new boundary lines. A portion of the boundary in a densely wooded area was not walked since that area has no buildings or other important features on it.

Submitted by Milton Trimitsis, Secretary