

## **Sullivan Planning Board Minutes 5 June 2019**

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

Members of the public: Wendy Pelletier (representing James Walters and the Conservation Commission), Bob Baird (5 Felt Road Keene NH), Denise and Jason Ferland (619 Centre St, Sullivan), Steve Hamilton (11 Woodland Drive, Sullivan).

The meeting convened at 7:00pm.

L. Merrifield moved to approve the minutes; C. Pratt seconded. All approved the minutes with 2 corrections.

C. Pratt moved to approve the draft minutes for the site walk at 595 Centre St; L. Merrifield seconded. All approved.

### **Public hearing for the proposed boundary line adjustment at 595 Centre St**

Wendy Pelletier reviewed the proposed boundary line adjustment. C. Pratt commented that the proposed change improves the lot and increases the flexibility in terms of siting a future house. L. Casey noted that the existing gravel driveway has a non-conforming setback to the side property line. C. Pratt moved to accept the application as complete; L. Merrifield seconded. All approved. L. Casey moved to approve the boundary line adjustment provided that the applicants pay for the recording fees, and contingent on proof of conveyance of the land; L. Merrifield seconded. All approved.

### **Driveway permit for Jewett Park parking area**

Wendy Pelletier, representing the Sullivan Conservation Commission, requested advice about whether a driveway permit is necessary for the proposed new parking area at Jewett Park. There is an existing driveway in the location of the proposed parking area. L. Casey raised the point that the Town owns Jewett Park, and is therefore exempt from approval from a land use board. C. Pratt suggested that the Road Agent should review the proposed work, given the distressed condition of Church Street. The Road Agent should make a recommendation as to any construction details necessary for the proposed upgrade the existing driveway. L. Merrifield requested that the ConCom provide an update on the project to the Select Board. L. Casey moved that the ConCom, on behalf of the town, apply for a driveway permit for the proposed work at Jewett Park; L. Merrifield seconded. All approved.

### **Driveway permit application for 224 Centre Street (Tax map #3 Lot #118)**

Robert Baird came before the board to apply for a driveway permit at 224 Centre St. R. Baird has spoken to Franklin Linnenbringer of NH DOT about the required state driveway permit, as Centre St is a state highway. The driveway committee (Peter Miles and Todd Smith) performed a site walk on 23 May 2019. D. Miles reported on

behalf of P. Miles that the proposed driveway was perhaps too steep and should be regraded in the course of construction. L. Merrifield pointed out that construction of the driveway has already occurred. C. Pratt recommended that the planning board not take action on the application until the state has acted on its driveway permit. L Casey moved to defer action until there is an approved state permit for the driveway; L. Merrifield seconded. All approved.

**Varia**

L. Casey recorded the Declaration of Revocation for the revoked boundary line adjustment at 270 Centre St.

L. Casey sent a certified letter to the Cheshire County Fish and Game Club and David Hall that no deed exists for the boundary line adjustment between their properties.

L. Merrifield reported that the town has just completed the 2019 update of the town tax maps. These updates incorporate all changes made since 2014. She also reported that the Select Board has established a new tax map procedure, requiring that tax maps should be updated to reflect all changes annually. During the course of the year, changes will be tracked in a log appended to the tax maps.

L. Merrifield reported that the Select Board has adopted a recreational vehicle and temporary shelter log tracking the duration of occupation of campers/RVs.

L. Merrifield reported that the Select Board is working on creating a new town web site.

L. Casey moved to adjourn; L. Merrifield seconded. All approved. The meeting adjourned at 8:18pm.

Minutes submitted by Milton Trimitsis, Secretary.