

Town of Jefferson
Office of the Planning Board

Minutes

October 9, 2018

Members present: Acting Chairman Gordon Rebello; Michael Meehan, Jason Call, alternate; Gil Finch, Jeff Young, Kevin Meehan, Selectmen's representative

Absent: Donna Laurent

Others present: Charlene Wheeler, Board secretary

In the absence of a regular member, Jason Call was designated a voting member for this meeting.

Minutes

The September 11 meeting was cancelled as there was not a quorum of Board members. Jeff Young made the motion to approve as read the minutes of the August 14, 2018 meeting, seconded by Michael Meehan. The vote to accept the motion was unanimous.

Financial Report

Jeff Young made the motion to accept the September and the October financial reports, seconded by Michael Meehan. The vote to accept the motion was unanimous.

Communication

Copies of building permits were circulated.

Copies of Selectmen's minutes were circulated.

The September/October issue of *Town and City* was circulated.

The survey selectmen are mailing to the town's registered voters (asking for their opinions on what should be done with the former Jefferson Elementary School building and land recently returned to the town's ownership) was discussed. Selectman Meehan explained how the survey was developed and the decision was reached on to whom the survey should be given. The public has been invited to school walkthroughs on Saturday, October 20 from 9am to 11am and on Monday, October 22 from 7pm to 9pm.

Unfinished Business

Selectmen have requested the town's Master Plan needs updating which is the responsibility of the Planning Board. The information gathered from the anticipated school survey being done can be used but there are many other components to the Master Plan that need to be examined. Issues such as multiple family dwellings, workforce housing, campgrounds, attracting businesses to the town, establishing a village zone, the health and safety of citizens, building inspections, the use and care of town owned properties, and roads to name a few. An additional survey needs to be done to access where the citizens see the direction of our town going in the next 10 years. Budgeting for

this process also must be considered when asking for next year's planning monies. Funding may be available through the North Country Council if the survey is used for updating the Master Plan. Planning Board members agreed this is a large project and has many components to consider. The Board secretary has located copies of the last three previous surveys which were done when Planning Boards were working on the Master Plan in the past and will make copies for Board members.

The Board again addressed the draft of revisions to the town's road standards. The Board secretary reminded the members that they had agreed to examine the draft document given to them by Burr Phillips of Civil Solutions so a final version could be approved. Michael Meehan said the Board should try to devote at least one meeting each month until this process is completed. Hopefully progress can be made at the Board's next meeting.

The Planning Board has returned to its regular schedule. The Board's next meeting is October 23.

Jeff Young made a motion to adjourn the meeting, seconded by Michael Meehan. The meeting was adjourned at 8:20 p.m.

Charlene Wheeler
Secretary to the Board