

ASHLAND PLANNING BOARD

WORK SESSION MEETING MINUTES

Jan. 8, 2014

Call to Order

Chairman MacLeod called the meeting to order at 7:04 pm

Members Present

Susan MacLeod, Elisabeth Cody , Cheryl Cox, Frances Newton, Phil Preston, Anthony Randall, Normand DeWolfe

Members Absent

Gordon McCormack

Others present

Alice Donovan, Richard Goodwin, Richard Ash, Barry Gaw, Micheal Latulippe, John McCormack, Mike Izard, LRPC

New Business

- **Pre-application Consultation Site Plan**

Alice Donovan spoke as the co-owner of Dragonfly Gifts and Collectibles which will relocate to 58 Main Street. Half of the space available will be used. They hope to open by Feb. 1. Also present was the building owner, Rick Ash. Mr. Ash was informed that a fire safety inspection was to be completed before occupation of the site. Ms. Donovan was informed that she must apply for a sign permit.

Ms. Cody made a motion that the PB waive requiring a full site plan review. The motion was seconded by Ms. Newton and was approved by a 4-0 vote.

Other Business

Case 2013-05 EHFAR lot line adjustment

The following documents were presented: the application for voluntary lot line merger, the construction contract between EHFAR and M.E. Latulippe Construction, Inc. and the bond agreement letter from Civil Takeoffs, LLC. The finalized mylar plans were presented and signed by Susan MacLeod, Chairman and Elizabeth Cody, Secretary.

Mike Izard was present to discuss how best to proceed with Chapter 10, **Implementation** of the Master Plan. The matrix of recommendations compiled from input from various town boards and departments and was reviewed.

Ms. Cody made a motion to have Chairman MacLeod write a letter to the Board of Selectmen requesting the Planning Board be charged with recruiting members for the Economic Development Committee (EDC) which is referenced throughout the implementation matrix.

Ms. Newton seconded the motion. It was approved by a vote of 3-0, Mr. Preston abstained.

A general discussion regarding the subject of a land use clerk occurred.

Approval of the minutes of the Dec. 4, 2013 and Dec. 18, 2013 meetings was deferred to the next meeting.

The meeting was adjourned at 8:41 pm.

Notes taken by Cheryl Cox.