

**Ashland Planning Board  
Amended Meeting Minutes  
Wednesday, May 9, 2018**

CALL TO ORDER: Susan MacLeod, Chair of the Planning Board, called the meeting to order at 6:30 PM.

MEMBERS PRESENT: Fran Newton, Mardean Badger, and Susan MacLeod

OTHERS PRESENT: Alan Cilley of the Ashland Zoning Board of Adjustment and Christine Cilley.

DISPOSITION OF MINUTES

The Board reviewed the minutes from the May 2 Planning Board meeting. Mardean made a motion to accept the minutes as amended. Fran seconded the motion. The motion passed unanimously.

LAND USE ASSISTANT POSITION

The Planning Board and Zoning Board of Adjustment reviewed the proposal for the Land Use Assistant Position. The Planning Board and Zoning Board of Adjustment made the following changes to the proposal:

- Bulleted the Job Overview
- Candidate will be proficient in verbal and written communication
- Candidate will have experience of land use regulations and procedures in a municipal setting
- Salary will come from three Land Use Budget lines: Part-Time Assistant, General Expenses and the Legal item line. The salary will be \$3,392 which will include FICA and Medicare

Fran made a motion to accept the proposal for the Land Use Assistant Position as amended. The proposal will be presented to the Selectboard for their approval at their May 21, 2018 meeting. Mardean seconded the motion. The motion passed unanimously.

HOME OCCUPATION APPLICATION

Susan talked with Sara Hickson of the Holderness Town Office about the Shelley Randall Home Occupation. Susan discussed the Home Occupation Application form, the approval process and Holderness uses for home occupation applications with Ms. Hixon. Susan was asked by the Planning Board to talk with Mike Capone, Town Administrator for Holderness about the possibility of the two towns sharing a Land Use Assistant.

TENTATIVE AGENDA FOR MAY 23 MEETING

- Informal discussion with Judy Smith about her plans for the Mill No. 3 at 39 Winter Street (M/L 017-004-020).
- Informal discussion with Anthony Adamsky about a Site Plan Review for 51 Main Street (M/L 017-006-013)
- Site Plan Review Waiver for Tom and Deb Peters for 79 Main Street (016-012-003)
- Reorganization of the Planning Board
- Planning Board representation on ZBA, CIP, and Economic Development.

ADJOURNMENT

Fran made a motion to adjourn. Mardean seconded the motion. The motion passed. The meeting adjourned at 7:06 PM. The next Planning Board meeting will be Wednesday, May 23, 2018 6:30 PM at the Ashland Elementary School Library.

*Minutes submitted by Paula Hancock*