

**NEWTON PLANNING BOARD
MINUTES OF MEETING
June 12, 2018**

Call to Order: B. White called the meeting to order at 7:00 PM. In attendance were: Chair Barbara White, Vice Chair James Doggett, Planning Board members: Sandra Estabrook, Roger Hamel, James White and Charles Melvin. Minutes were transcribed by Gail LeBlanc.

The meeting began with a salute to the flag.

Board Business and Correspondence

a. Acceptance of Minutes from 5/8/18. R. Hamel noted that the May 8, 2018 minutes stated that R. Hamel seconded the motion to approve the Operating Budget Manifest in the amount of \$158.12 and that the vote was unanimous.

It should read "J. Doggett made a motion to approve the operating budget manifest in the amount of \$158.12, second by J. White. Motion carries 5-0 with R. Hamel abstaining."

J. Doggett made a motion to accept the May 8, 2018, amended meeting minutes. Second by J. White with unanimous vote.

b. Manifests

C. Melvin made a motion to approve the operating budget manifest in the amount of \$6,302.89; second by J. White. Motion carries 5-0 with J. Doggett abstaining.

c. Voluntary Lot Merger A discussion was held concerning Voluntary Lot Mergers. People do not need to come to the Planning Board for approval for voluntary lot mergers. A public hearing is not necessary nor do notices need to be sent to abutters.

Recently a voluntary lot merger was recorded at the Rockingham Registry of Deeds by the Planning Board. The Voluntary Lot Merger form was initiated in the Assessor's office. There is a spot on the form to be filled out/signed by the Planning Board. The Planning Board members agreed that the request should begin with the Planning Board and then be forwarded to the Town Assessor for their knowledge. In addition, applicants should be notified that there should be a \$10.00 fee added in addition to the court recording fees. The \$10.00 fee is to cover roundtrip mileage to the Registry of Deeds. B. White will discuss with the Town Assessor.

d. Correspondence The Planning Board received an updated drawing from the Petillo's for their Accessory Apartment on Whittier Street. A copy was sent to the Building Department.

B. White said that in the past, the PB has agreed that in the AA's absence, Jim Doggett or Barbara White were approved to cover the office and perform the duties of the position. For auditing purposes, a request was made to submit a memo that states Jim or Barbara are authorized to cover the AA's position during her absence at a rate of \$16.50 per hour. It was the consensus of the PB that Jim Doggett or Barbara White should cover the PB office. S. Estabrook made a motion that when the AA is out that Jim Doggett or Barbara White can fulfill her duties and be paid \$16.50 per hour. Second by C. Melvin. Motion passes 3-0 with B. White, J. White and J. Doggett abstaining. A memo will be sent to the Bookkeeper.

On June 26th beginning at 6:30 PM, the Rockingham Planning Commission will be holding a presentation on the Federal MS4 Stormwater Permit at the Town Hall. The regular Planning Board meeting will take place at 7:30 on June 26th.

B. White asked the PB members their thoughts on setting hours of construction in the Notice of Decision when approving a subdivision. The Town of Newton does not have a noise ordinance. B. White received a phone call from someone in town complaining about work being performed on a new house. The caller said he was putting a child to bed at 8:00 PM and the contractor was still working. As of now, there is no Ordinance regarding noise. The PB will have further discussion at a later date.

S. Estabrook made a motion to provide light refreshments at the June 26th MS4 Presentation. Second by C. Melvin with unanimous vote.

Adjourn: S. Estabrook moved to adjourn at 7:55 PM, second by C. Melvin with unanimous vote.

Meeting adjourned at 7:55 PM.

Respectfully Submitted,

Gail LeBlanc, AA
Newton Planning Board