

Approved
02/22/21

MILLVILLE PLANNING BOARD MEETING MINUTES

January 25, 2021

Board Members Present: Chair Pam Maloney, Vice Chair Brian Mullaly, Clerk Justin Allen, William Coupe and Chris Drew. Also present was Millville resident Mr. Richard Hurteau.

The meeting opened at 6:30 pm.

GENERAL BUSINESS

CARRIAGE ESTATE

Mr Hurteau inquired on the release of the bond for Carriage Estates, balance of \$36,000. Ms. Maloney explained that the board could provide a partial release of the funds leaving enough in the bond to potentially cover any outstanding fees related to the Town's expense in accepting Carriage Estates as a road. Mr. Hurteau was informed of the amounts outstanding: legal fees \$4315, and title search \$3815, resulting in \$8130 total outstanding. The process of releasing the bond was explained to Mr. Hurteau, again.

Mr. Mullaly motioned to the partial release of the bond, in the amount of \$25,000. Mr Coupe seconded the motion, which passed unanimously (5/0). Mr. Hurteau was advised to contact the town hall to arrange the transfer of funds.

PROSPECT ST SPECIAL PERMIT / SITE PLAN

The board reviewed the updated draft decision with minor modification of special permit, site plan and documents received of what the original decisions were for the property. Mr Mullaly requested that the "tenant" be specified as the body responsible for maintenance of the fencing at the property. Ms. Maloney wanted to verify the listed date of receipt before sending it to the applicant. The board agreed to finalize the decision with these updates.

TOWN PLANNER

Ms Maloney stated that the budget for the future Town Planner needs to be created and submitted, and it must cover the cost of 10 hours per week. Potential expenses also need to be addressed. Mr Allen offered to assist.

SIGNAGE BY-LAW

Ms Maloney brought up the need to review the town's signage by-law. The existing language needs to be updated, clarified. Packet of current by-laws, the minimum changes requested,

by-laws from neighboring towns and work done by previous town planners will be reviewed prior to the February 8 meeting.

226 MAIN STREET

Mr Mullaly inquired about the status of the storage facility application at 226 Main St. Hearing date needs to be set and published, 2/22/2021 would be the next meeting where this could be heard. Ms. Maloney will confirm that all fees are paid in full before moving forward.

MISC

Mr Mullaly stated that he was not planning on returning to the Planning Board when his term ends.

ADJOURN

- Mr Drew motioned to close the meeting. Mr Mullaly seconded. All voted to close the meeting at 7:17
- The Board will meet again on Monday, February 11th at 6:30 p.m.