

**TOWN OF TUFTONBORO  
PLANNING BOARD  
DECEMBER 02, 2021  
APPROVED MINUTES**

**Members Present:** Matt Young, Chairman, Gary Qua, Vice-Chairman, Carol Bush, Tony Triolo and George Maidhof, an Alternate Member.

**Members Absent:** Bill Marcussen, Selectmen's Representative, Laureen Hadley and Kate Nesbit, Members.

Matt Young, Chairman opened the meeting at 7:01 PM at the Tuftonboro Town Offices, 240 Middle Road.

**1. Public Comment**

None

**2. Approval of Minutes**

November 18, 2021

**Corrections:** Page 4, last paragraph; strike "Bush" and replace with "Ogilvie."

Page 1, first paragraph, fifth line; strike "road" and replace with "boundary line." Strike "Ryan" and replace with "Rines."

Page 1, Members absent; strike "Hardley" and replace with "Hadley."

**Tony Triolo moved to approve the minutes, Gary Qua seconded and all were in favor. The motion Passed.**

**3. Public Hearings**

**Lakeview Development LLC**

**Ridge Field Corner Subdivision**

**10-Lot Boundary Line Adjustments**

**Tax Maps 44-1-2 & 45-1-20, 44-1-2 & 45-1-22, 45-1-20 & 45-1-22, 45-1-20 & 45-1-11, 45-1-22 & 45-1-11, 45-1-32 & 45-1-33, 45-1-31 & 45-1-32, 45-1-31 & 45-1-33, 45-1-31 & 45-11-11, 44-1-51 & Goldthread Drive**

**R-O-W.**

**Boundary Line Adjustment Formal Submission**

**a. Application 1 - Tax Map 44-1-2 & 45-1-20**

Matt Young announced there were 10 boundary line adjustment applications

before the board and each one will be reviewed and approved at a time. Matt Young provided some background information on Ridge Field Corner Subdivision which was previously approved and the lots were recorded in 1990. The applicant is finishing the roads, drainage and utilities in the subdivision. Over time the wetlands were re-delineated causing some lots to be unbuildable or difficult to build on. The applicant is adjusting the lot lines so the lots can be developed more efficiently and as the subdivision is a cluster development, the common areas are not changing.

**Gary Qua moved and seconded by Tony Triolo to appoint George Maidhof, Alternate Member, to sit in as a full Member. All were in favor and the motion passed.**

Christopher Berry from Berry Surveying & Engineering presented the Project. He pointed out that each lot should be reviewed in sequence since some lots are involved in multiple line revisions. Mr. Berry indicated that presently many of the lots are oddly shaped, have minimal frontage and are impeded jurisdictionally by wetlands and maybe some hydraulic changes occurred over the last 30 years. Topographic plans were provided for lots in question and well radius was added on the smaller plans ensuring they're buildable.

Carol Bush requested clarification whether Ridgefield was one word or two as in Ridge Field?

Sean McDonald, owner of Lakeview Developments LLC responded that the name of the subdivision was recorded as two words, Ridge Field Corner.

Gary Qua inquired whether common property remained the same?

Mr. Berry responded 29.46 acres before revisions and 29.46 acres after revisions.

On plan 2, Gary Qua questioned if Goldthread Drive would become part of Tax Map 41-1-51 and whether said lot would be access by Ridgefield Road?

Mr. Berry responded yes to the question.

On plan 3, Gary Qua questioned why land was taken from Tax Map 45-1-32?

Mr. Berry explained that the land decreased from lot 32 was allocated to common space.

Matt Young requested corrections to the guide on the right-hand corner of the plans.

On plan 4, Gary Qua questioned where the land between the red and blue lines for Tax Map 45-1-31 went?

Berry responded it was transferred to common land that was taken from Tax Map 45-1-11, plan 1.

**Tony Triolo made a motion to open the public hearing, Carol Bush seconded and all were in favor. The Motion passed.**

On plan 1, John Libby of 114 Dame Road questioned whether there would be a placement proposed where the houses would be built on the lots?

Mr. Berry explained that the revised boundary lines provide more flat land nearer Ridgefield Road where access is best. Future homes would be less visual and further away from Mr. Libby's property. There will be no building on the lot on the end, Tax Map 45-1-11, which is wetland and common space.

Mrs. Weeks questioned whether there were covenants?

Sean McDonald responded that covenants were recorded in 1990 but that there will be some revisions to the existing covenants for housekeeping purposes but would essentially remain the same.

John Libby asked if the lots were buildable prior to the proposed boundary line revisions?

Mr. Berry replied yes.

**Tony Triolo made a motion to close the public hearing, Carol Bush seconded and all were in favor. The Motion passed.**

**Tony Triolo moved and seconded by Carol Bush to appoint George Maidhof, Alternate Member, to sit in as a full Member for the duration of all 10 boundary line applications. All were in favor and the motion passed.**

Mr. Berry indicated that plan 1 involves transferring 48,297 square feet between the lots.

Matt Young asked about reasons for waiver requests?

Mr. Berry stated the first waiver request is for utility plans and the second request is for subdivision checklist requests that have nothing to do with buffer issues.

**Gary Qua made a motion to accept jurisdiction of the application and Carol Bush seconded and all were in favor. The motion passed.**

Matt Young questioned how the Planning Members felt about not providing additional road plans beyond the road plans the town already has on record and approved?

Planners had no questions or concerns.

**Tony Triolo made a motion to grant the road plan waivers; section 3.3.3. A & B from the Subdivision Regulations for all 10 boundary line adjustment applications, Carol Bush seconded and all were in favor. The motion passed.**

Gary Qua questioned whether drainage was in place?

Mr. Berry replied that drainage is in place but would have to be replaced.

Matt Young explained that the applicant had already agreed to replace the drainage since the drainage life span of 30 years had lapsed. Although the drainage was operable and never used, it was due to be replaced anyway.

**Tony Triolo made a motion to grant the drainage plan waivers; section 3.3.3. C & F from the Subdivision Regulations for all 10 boundary line adjustment applications, Carol Bush seconded and all were in favor. The motion passed.**

Matt Young read the utility plan waiver request and stated utilities and bunkers are in place and the town has already reviewed and approved it, as well as meeting all NH Electric Coop's requirements.

Gary Qua questioned whether the utility boxes are where they need to be with the shifting of boundary lines?

Mr. Berry replied the boxes were where they needed to be.

Tony Triolo questioned whether the existing conduits were still usable?

Mr. Berry responded the electrical conduits were in good shape.

**Tony Triolo made a motion to grant the utility plan waivers; section 3.3.3. C from the Subdivision Regulations for all 10 boundary line adjustment applications, Carol Bush seconded and all were in favor. The motion passed.**

**Gary Qua made a motion to open the public hearing, Carol Bush seconded and all were in favor. The Motion passed.**

There were no questions or comments from the public.

**Tony Triolo made a motion to close the public hearing, Carol Bush seconded and all were in favor. The Motion passed.**

Planning members and applicant had no questions.

**Tony Triolo made a motion to approve the boundary line adjustment for Tax Map 44-1-2 & 45-1-20, seconded by Gary Qua and all were in favor. The motion passed.**

**b. Application 2 - Tax Map 44-1-2 & 45-1-22**

Mr. Berry stated the changes to the two lots transfers 4,834 square feet.

**Tony Triolo made a motion to accept jurisdiction of the application and Carol Bush seconded and all were in favor. The motion passed.**

There were no questions from the planners or applicant.

**Tony Triolo made a motion to open the public hearing, Carol Bush seconded and all were in favor. The Motion passed.**

Tim Heckman questioned whether his utility would go in the ground or stay above ground?

Matt Young stated if you're not part of the subdivision your utilities will stay above ground.

Tim Heckman wondered if the drainage would extend down to Dame Road?

Matt Young responded drainage would not change.

Tim Heckman complained that since the logging, drainage has been coming across his property and wonder if drainage would be added?

Matt Young replied that he could review the drainage plan on file with the town and any drainage on the plan are required.

Sean McDonald explained that the loggers covered up the catch basins causing drainage issues throughout the subdivision. He reassured the drainage would be fixed as per the plan which should address the water issue coming on to your property.

**Tony Triolo made a motion to close the public hearing, Carol Bush seconded and all were in favor. The Motion passed.**

Planning members and applicant had no questions.

**Tony Triolo made a motion to approve the boundary line adjustment for Tax Map 44-1-2 & 45-1-22, seconded by Carol Bush and all were in favor. The motion passed.**

**c. Application 3 - Tax Map 45-1-20 & 45-1-22**

Mr. Berry explained that the changes would transfer 62,259 square feet between the lots, square off both the back and front of each lot, making both lots more developable.

**Tony Triolo made a motion to accept jurisdiction of the application and Carol Bush seconded and all were in favor. The motion passed.**

Planning members and applicant had no questions.

**Tony Triolo made a motion to open the public hearing, Carol Bush seconded and all were in favor. The Motion passed.**

No public questions or comments.

**Tony Triolo made a motion to close the public hearing, Carol Bush seconded and all were in favor. The Motion passed.**

**Tony Triolo made a motion to approve the boundary line adjustment for Tax Map 44-1-2 & 45-1-22, seconded by Carol Bush and all were in favor. The motion passed.**

**d. Application 4 – Tax Map 45-1-20 & 45-1-11**

Mr. Berry explained the line adjustments would square off the triangular lot and transfer 7,485 square feet between the two lots.

**Tony Triolo made a motion to accept jurisdiction of the application and Carol Bush seconded and all were in favor. The motion passed.**

Planning members and applicant had no questions.

**Tony Triolo made a motion to open the public hearing, Carol Bush seconded and all were in favor. The Motion passed.**

John Libby questioned if 3 and 4 were not merged, would the old 3 be buildable?

Mr. Berry answered yes and that the buildable area would have been closer to the rear boundary line.

John Libby question whether the driveway would be going through the wet lands?

Mr. Berry replied that there is a common easement that would be utilized.

**Tony Triolo made a motion to close the public hearing, Carol Bush seconded and all were in favor. The Motion passed.**

Planning members and applicant had no questions.

**Tony Triolo made a motion to approve the boundary line adjustment for Tax Map 45-1-20 & 45-1-11, seconded by Carol Bush and all were in favor. The motion passed.**

**e. Application 5 – Tax Map 45-1-22 & 45-1-11**

Mr. Berry explained the line adjustments would square off the lots with the roadway, make the lots more developable, move the buildable areas further away from the wetlands and transfer 78,391 square feet between the two lots.

**Tony Triolo made a motion to accept jurisdiction of the application and Carol Bush seconded and all were in favor. The motion passed.**

Planning members and applicant had no questions.

**Tony Triolo made a motion to open the public hearing, Carol Bush seconded and all were in favor. The Motion passed.**

No public questions or comments.

**Tony Triolo made a motion to close the public hearing, Carol Bush seconded and all were in favor. The Motion passed.**

**Tony Triolo made a motion to approve the boundary line adjustment for Tax Map 45-1-22 & 45-1-11, seconded by Carol Bush and all were in favor. The motion passed.**

**f. Application 6 – Tax Map 45-1-32 & 45-1-33**

Mr. Berry stated the change transfers 4,429 square feet between the Lots, making Tax Map 45-1-33 more buildable.

**Tony Triolo made a motion to accept jurisdiction of the application and Carol Bush seconded and all were in favor. The motion passed.**

Planning members and applicant had no questions.

**Tony Triolo made a motion to open the public hearing, Carol Bush seconded and all were in favor. The Motion passed.**

No public questions or comments.

**Tony Triolo made a motion to close the public hearing, Carol Bush seconded and all were in favor. The Motion passed.**

Planning members and applicant had no questions.

**Tony Triolo made a motion to approve the boundary line adjustment for Tax Map 45-1-32 & 45-1-33, seconded by Carol Bush and all were in favor. The motion passed.**

**g. Application 7 – Tax Map 45-1-31 & 45-1-32**

**Carol Bush made a motion to accept jurisdiction of the application and Gary Qua seconded and all were in favor. The motion passed.**

Mr. Berry explained the change transfers 5,820 square feet between the lots and makes Tax Map 45-1-31 more buildable and developable.

Planning members and applicant had no questions.

**Tony Triolo made a motion to open the public hearing, Carol Bush seconded and all were in favor. The Motion passed.**

No public questions or comments.

**Tony Triolo made a motion to close the public hearing, Carol Bush seconded and all were in favor. The Motion passed.**

Planning members and applicant had no questions.

**Tony Triolo made a motion to approve the boundary line adjustment for Tax Map 45-1-31 & 45-1-32, seconded by Carol Bush and all were in favor. The motion passed.**

**h. Application 8 – Tax Map 45-1-31 & 45-1-33**

Mr. Berry explained that the change makes Tax Map 45-1-31 more buildable and moves the buildable area away from the wetlands.

**Carol Bush made a motion to accept jurisdiction of the application and Gary Qua seconded and all were in favor. The motion passed.**

Planning members and applicant had no questions.

**Tony Triolo made a motion to open the public hearing, Carol Bush seconded and all were in favor. The Motion passed.**

No public questions or comments.



**Tony Triolo made a motion to close the public hearing, Carol Bush seconded and all were in favor. The Motion passed.**

**Tony Triolo made a motion to approve the boundary line adjustment for Tax Map 45-1-31 & 45-1-33, seconded by Carol Bush and all were in favor. The motion passed.**

**i. Application 9 – Tax Map 45-1-31 & 45-1-11**

Mr. Berry stated that the change transfers 86,508 square feet from the newly developable lot to the open space areas to make up what was taken previously.

**Carol Bush made a motion to accept jurisdiction of the application and Gary Qua seconded and all were in favor. The motion passed.**

Planning members and applicant had no questions.

**Tony Triolo made a motion to open the public hearing, Carol Bush seconded and all were in favor. The Motion passed.**

No public questions or comments.

**Tony Triolo made a motion to close the public hearing, Carol Bush seconded and all were in favor. The Motion passed.**

Planning members and applicant had no questions.

**Tony Triolo made a motion to approve the boundary line adjustment for Tax Map 45-1-31 & 45-1-11, seconded by Carol Bush and all were in favor. The motion passed.**

**i. Application 10 – Tax Map 45-1-51 & Goldthread Drive R.O.W.**

Mr. Berry stated this change removes Goldthread Drive.

**Tony Triolo made a motion to accept jurisdiction of the application and Carol Bush seconded and all were in favor. The motion passed.**

Planning members and applicant had no questions.

**Tony Triolo made a motion to open the public hearing, Carol Bush seconded and all were in favor. The Motion passed.**

Charles Weeks asked whether any houses would be in that area.

Matt Young responded that only one lot is buildable and that the other lots along the Goldthread Drive were sold a few years ago and are not serviced by Goldthread Drive. When the lots were sold, the new owners had to give up those rights in using the interior roads within the subdivision.

**Tony Triolo made a motion to close the public hearing, Carol Bush seconded and all were in favor. The Motion passed.**

**Tony Triolo made a motion to approve the boundary line adjustment for Tax Map 45-1-51 & Goldthread Drive R.O.W., seconded by Carol Bush and all were in favor. The motion passed.**

#### **4. Action Item**

##### **Ridge Field Corner Tri Party Agreement**

Northern Bank & Trust Company is requesting a Tri Party Agreement between the town, developer and bank to ensure all parties understand what is required by the bank. Justin Pasay, Town Council reviewed the agreement and Lee Ann Hendrickson, Planning Secretary reviewed the amounts. Ms. Hendrickson recommended striking page 1, 6<sup>th</sup> paragraph “is in receipt of a recommendation of the Department of Public Works, and” instead to read, “Whereas, the Board has determined the amount of surety needed for the Work.” Page 2, item #5, 4<sup>th</sup> line, strike “and certified and sealed by the Town Clerk” Page 2, item #5, 2<sup>nd</sup> paragraph, 1<sup>st</sup> line, strike “certificate” and replace with “letter of approval of completion.”

Sean McDonald, of Lakeview Developments LLC and the Planning Board reviewed the agreement.

**Gary Qua made a motion to accept the Tri-Party Agreement titled “Performance Secured By Funds Retained By Lender” as amended, Tony Triolo seconded, and all were in favor. The motion passed.**

#### **5. Discussion Item**

##### **Master Plan Steering Committee Update**

Gary Qua updated the board that the charts were reformatted with corrections and the plan expanded about 30 pages. The next task will involve the five land use maps; the land use map, natural resource map, facilities & service map, future land use map and zoning map. CAI Inc will develop the land use map for \$1,600.00 and a onetime fee of \$500.00, if the town wants to add a dynamic layer within the AxiGIS site. This feature will give the town the capability to revise the map layer when a property’s use code changes in order to see the current use of a property in the AxixGIS site and a current map can be generated without having CAI Inc update it every ten years. There will not be an update to the zoning map. The \$1,600.00 cost has already been approved by Matt Young.

**Tony Triolo made a motion to approve the \$500.00 cost to add a dynamic layer to the AxixGis site, Gary Qua seconded and all were in favor. The motion passed.**

**It was moved by Tony Triolo and seconded by Carol Bush to adjourn the December 2, 2021 Tuftonboro Planning Board meeting. All members were in favor and the motion passed.**

There was no further business before the board and the meeting adjourned at 8:20 PM.

Respectfully Submitted,

*Diane Falcey*

Administrative Assistant