

**Board Present:** Alan Putnam – Chair, Bill Rescsanski, Alissa Bascom, Stacy Hassett, Richard Carter, Patty Chaffee

**Alternate:** Lenny Ostasiewski

**Public:** None

Mr. Putnam called the meeting to order at 6:54 pm.

**Approval of minutes of January 16, 2024**

Motion by Mrs. Bascom to approve the meeting minutes of January 16, 2024, seconded by Ms. Chaffee  
All in favor, Mr. Weed abstained, motion carried.

**Applications:**

None at this time.

**Administration:**

Ms. Emerson spoke of an email from a developer for the property located on Wheeler Rand. The applicant came for a conceptual meeting a few years ago in regards to building a Veteran community. An engineer reached out to her to talk about the grade of the road and if it is possible to go in front of the Planning Board to see if the Board would approve a waiver for the steep incline which would exceed the current regulations. Ms. Emerson stated the best way to go about this would be to split up the project into phases; review just the road plan at first, then continue with a Site Plan for the community after.

**New Business:**

Ms. Emerson would like for the Board to begin reviewing the Subdivision Regulations. They have not been updated since 2003. Her biggest concern is Appendix A – Road and Driveway Design Standards. The plans are difficult to read and need to be updated. There was a short discussion about making the entire document easier to read. For example, some of the definitions are difficult to understand and shortening the purpose and taking out the redundant explanations.

**Communications:**

Mr. Putnam noted that we will not be meeting on March 5<sup>th</sup> and this would be Mrs. Bascom's last meeting on the Board. He thanked Mrs. Bascom for her dedication and input she has had to help drive this community into the future. Mr. Putnam wished the members who are running for Board seats good luck in the March vote.

Motion by Mr. Rescsanski to adjourn at 7:16 pm, seconded by Mr. Hassett.  
Meeting adjourned.

Respectfully submitted,

Liz Emerson