



Mason Planning Board

July 26, 2018

Approved

Attending

Scott MacGarvey (Chair), Dotsie Millbrandt (Vice Chair), Lee Siegmann, Kerrie Baldi (alt), Louise Lavoie (Ex-O)

Absent

Dane Rota

Call to order

7:34 PM

Next Meeting

August 29, 2018

Chairman tonight: Scott MacGarvey

Voting members tonight: Kerri, Louise, Dotsie, Scott, Lee

Regular/Old Business

Minutes

The board voted to approve the minutes of June 27, 2018. Dotsie and Louise abstaining, as they were not present at that meeting.

Correspondence

No correspondence.

New/Continuing Hearings

None

Other Business

Escrow Accounts

Cassie sent a template from Wilton from their Escrow procedure. Their documentation is organized differently, with all regulations in one catchall book and one procedure chapter that covers all of them. Where would the Escrow procedure fit in our suite of documents? We don't want to repeat the Escrow procedure in each of our regulations (subdivision, site plan, excavation). Scott will ask Cassie what she thinks.

Louise will look into modifying the escrow document and talking over the procedure with Kathy, the Selectmen's Assistant.

Excavations

No application is currently in process. Scott will ask Cassie to provide an estimate of what it would cost us for NRPC to review the Excavation Regulation against current RSAs.

Administrative Review for Efficiency and Effectiveness

- Updates to Rules of Procedure – good, but don't close it out yet until we sort out escrow account.
- Updates for making our regs consistent with each other and less confusing to readers. Subdivision and Site Plan Regulations - delete the \$5 fee, keep the \$70 fee.
- "The applicant will prepay all fees to be held in escrow by the Town". We should use wording consistent with the Town policy on Escrow Accounts, but the document setting up the escrow account procedure has not been adopted by the town.
- For consistency between regulations, the required number of paper copies of a plat is 7.
- Site Plan Review. Section 6. Remove that list in parentheses that describes who receives each of the copies of the plat.

Adjourn

Scott made a motion to adjourn. Kerrie seconded. Motion carried unanimously. Meeting adjourned at 9:00 PM.