

Town of Jackson Planning Board
Minutes – April 13, 2023 Regular Meeting
- UNOFFICIAL UNTIL APPROVED

Call to Order: Chairman Bill Terry called the meeting to order at 7:05 P.M. Chairman Terry conducted the roll call of all members. In attendance were Members Scott Badger, Sarah Kimball, David Campbell, Kathleen Dougherty and Dick Bennett (new) and Alternates James Wasco, Deborah Hill and Jerry Dougherty (new). No Selectmen's Representative was present and Alternate Huntley Allan was unable to attend. Chairman Terry stated that all members were present so no Alternate would be voting members. Public attendees included Nick Aceto, Caitlin Aceto, Kevin Bennett, Burr Phillips and Hank Benesh who recorded the meeting which will be made available on Jacksonflicks.com.

Chairman Terry welcomed new Member Dick Bennett and acknowledged his long history (12 years) with the Board and new Alternate Jerry Dougherty and looks forward to the contributions both will bring to the Board.

Approval of Minutes: Minutes from the meeting on March 9, 2023, were reviewed. Member Dougherty moved to approve the minutes and Member Kimball seconded. The motion was approved unanimously.

Election of Board Officers: Chairman Terry announced that Board Officers election need to be completed tonight as this is first meeting after the Town Meeting. Current Board Officers are Chairman Bill Terry, Vice Chairman Scott Badger and Secretary David Campbell. Chairman Terry opened the floor for nominations. Member Kimball nominated all current Board Officers for their current position. Member Dougherty seconded the motion. No other nominations were announced. All current Board Officers expressed interest in continuing in their roles. The motion was approved unanimously.

Public Comment: No public comment.

Preliminary Conceptual Consultation:

Peter Aceto and Caitlin Aceto, business/property owners of a building on Rt.16 (former Couples Massage building) across from the covered bridge, requested a preliminary conceptual consultation of a project adjacent to their property. Chairman Terry emphasized the informality of a preliminary discussion.

Peter explained that they approached the owner of Red Fox (Mike Mallett) to purchase one acre of land to build a home. Mike owns 30.4 acres of land and 480 feet of frontage on which he built his home. Peter said when they approached Mike about subdividing and purchasing a one-acre lot, Mike suggested they help him build some housing on part of the land for his employees. Peter presented the finding of soil testing and based on the findings it was determined they could build 20 single lot units or 30 cluster sub-divisions. They are considering something much

simpler for his staff, due to access and driveways which will consist of 8-10 units. They are looking to change from a single lot to three lots. Mike will retain twenty acres with 150 ft. of frontage on Rt. 16; they will then use 9 acres to build 8 duplex units. The Board discussed the frontage requirements and the impact of frontage. The requirements are different if the housing is classified as affordable. Peter said if the project needs to be for affordable housing, they will need to discuss it with Mike. Member Badger advised that the Board cannot approve a variance to frontage. Member Kimball stated that since the property is in the Village District then the requirement is a minimum of 150 ft. of frontage. Member Bennett raised the issue of town roads compared to a driveway and the limitations. Member Kimball read the zoning ordinance regarding driveway, that a multi-family housing can be up to four units. All lot of access to water, electricity, and use of current septic. Member Badger explained the need for “common land” within the lot with multiple units. The one-acre lot would be built for their home. Burr Phillips discussed the option of the driveway build to town spec road and the cost. Member Badger suggested looking at building four units, so the driveway does not require to be upgraded. Chairman Terry raised the issue of septic capacity; Peter said that is an open item. Member Kimball suggested that they need to review the capacity of the septic. Peter asked about sub-division requirements, Chairman Terry said that he had previously sent the application timeline.

Short-term Rental Applications:

Chairman Terry reminded for Alternates Hill and Dougherty that the Board only votes to accept an STR application to forward to the Board of Selectmen for approval and may only vote against acceptance if the application is incomplete. He also wanted to update the Board that the Board of Selectmen approved motions to amend the STR application and send a letter requiring short-term rental owners in the rural residential district that are limited to 30 rentals to submit a log of their rentals to verify that they meet the Zoning Ordinance requirements. Two applications were presented to the Board by Secretary Campbell:

1. Ryan and Elizabeth Keller – 13A Chipper Point. The Board reviewed the application which was complete. No comments were made on the application. Member Badger moved to accept the application and Member Dougherty seconded. The motion was approved unanimously.
2. Robert Burr – 389 Black Mtn. Road – The Board reviewed the application and noticed that the ad for the rental was overstated and needed to be changed and that the document was not completed correctly. The Board recommended that that application not be accepted. Member Scott moved to not accept the application and Member Bennett seconded. The motion was approved unanimously.

Capital Improvements Program (CIP):

Chairman Terry announced that we did get an Article 11 approval from the town at the Town Meeting last month. Chairman Terry feels that tonight we can only discuss the purpose of the program and how we might achieve the goals/objectives. The program should focus on the capital outlays for the next six-ten years. Our current program is more of a schedule of capital

expense reserves, but does not incorporate capital improvements. A CIP is charged with assessing the Town's needs and the cost associated with them. Currently, we look at maintenance only and don't have a capital expense plan that looks at needs for the school, fire station, roads, parks or the transfer station. As noted by the Facilities Committee survey, there are several town needs such as affordable housing or Senior services but these may be better suited to a Master Plan discussion. Member Badger suggested that maybe the CIP could look at affordable housing if the Town wants to purchase land to enable it.

The discussion then focused on what we should or should not do, and who should get involved. Also, how will we do this, large group, individual or small groups. We need to think about our timeline too, we need this completed by December if we want to present it at next year's Town Meeting. Alternate Wasco suggested we use subcommittees, and Alternate Dougherty suggested we do it as a group. Alternate Dougherty suggested that we might look at some items that we can handle to present to the Board of Selectmen, like for example the fire station, school or road. We could use soft costs to use as a starting point since we do not have the authority to spend money on design and actual cost. Chairman Terry offered that we could employ smaller groups (less than four members) with no public notice if no voting or expenses are discussed.

Member Bennett suggested that we should decide on the areas that we should work on. Member Bennett offered to investigate solar systems for the Town, but only if the Town has any interest. Chairman Terry asked what additional areas we should consider for the CIP. The Board suggested Town Buildings, such as the Fire Station, School, Highway Department, Solar systems. The discussion led to the need for placement of an ambulance and agreed that should be part of the discussion of the Fire Station. Member Scott talked about what can be done for affordable housing, with regards to availability, cost and feasibility in Town. The board discussed how affordable housing could be funded and what are the options. Chairman Terry suggested that affordable housing be addressed more fully in the update of the Master Plan (a 2025 effort).

The Board then decided who on the Board will take point on initial data gathering for various areas and report at the next meeting:

Primary Board Member	Department/Area
Jerry Dougherty	Road/Highway Department
Kathleen Dougherty	Schools
Dick Bennett	Solar systems
Bill Terry	Library
David Campbell	Fire/Police Department
Scott Badger	Affordable housing
Jim Wasco	Ambulance services

Other Business: No other business

Member Badger motioned to adjourn the meeting; Member Bennett seconded. The motion was approved unanimously, and the meeting was adjourned at 8:40P.M.

Next Planning Board meeting is May 11, 2023.

Respectfully submitted by David L. Campbell, Secretary