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Discussion: Mr. Rafter asked Mr. Colby why the estimate for the Steep Slope Maps were not included in this estimate.

Mr. Colby stated that it was discussed with Mr. Pimental and he stated that since we were working with Mr. Mettee on those it would be least expensive to continue with Mr. Mettee.

Mrs. Mooney suggested that the new maps could be place over the existing maps to preserve the history.

Vote: 7-0 motion passed

Town Meeting Calendar

Mr. Colby mentioned the highlighted dates in the packets. The Friday January 10, 2014 date is the most important date considering the zoning changes being worked on with Jack Mettee. If the changes are not posted by this date then we are looking at a year from now to get the Zoning Ordinance changes in.

Reduction of Road Construction Bond:

Ledge Farm Road, "Rocky Hill Subdivision" – October 24, 2013

Mr. Colby stated he had a question on it too and apologized for his absence at the last meeting. The reduction of the work had the correct amount. However they also reduced the 10% contingency we hold for two years as a "maintenance bond". The new amount is correct.

Mr. Colby clarified the overage was based on an error amount inadvertently cited by the planning office for the Merry Hill Subdivision- June 6, 2013.

Motion: Mrs. Mooney made a motion to release the overage of \$52,636.65 for reduction of Road Construction Bond for Ledge Farm Road.

Second: Made by Mr. Morin

Vote: 7-0 motion passed

Motion: Mrs. Mooney made a motion to reduce the construction bond by \$385,684.85 based on the work completed to date.

Second: Made by Mr. Osgood

Vote: 7-0 motion passed

Strawberry Lane Subdivision

CMA #891 November 13, 2013

Mr. Colby presented to the Board a Bond Reduction for the Strawberry Lane Subdivision that came in after Mrs. Arendarczyk's work hours. It is a second Bond Reduction for the Strawberry Lane project for work completed to date. It is not likely to be hot topped due to running into some ledge. That put them behind schedule but they have completed most of the work. Based on what our engineer tell us the amount is adequate for what is left for work to be done.

Motion: Mrs. Mooney made a motion for disbursement from the escrow account in the amount of \$32,678.46 for work completed on Strawberry Lane Subdivision.

Second: Made by Mr. Viel

Vote: 7-0 Motion Passed

Mr. Colby clarified for the Board as to how the money gets dispersed.

92 **Jack Mettee Invoice #119 C- Special**

93 **Motion:** Made by Mr. Viel to approve invoice #119 C-Special from Jack Mettee for the
94 amount of \$377.60.

95 **Second:** Made by Mr. Osgood

96 **Vote:** 7-0 motion passed
97

98 **Mettee Planning Consultants Scope of Service contract**

99 Mr. Chairman asked the Board for their approval to sign the contract on their behalf.

100 **Motion:** Mr. Viel made a motion to approve Mr. Chairman signing the contract of Mettee
101 Planning Consultants dated November 12, 2013 on behalf of the Board.

102 **Second:** Made by Mrs. Mooney

103 **Vote:** 7-0

104 Mr. Chairman stated that Mr. Mettee wanted to have a timeline as to what to work on
105 first. Mr. Colby had some recommendations to present to the Board.

106 Mr. Colby stated that based on the deadline coming up to post the changes to the Zoning
107 Ordinance. He recommends that we ask Mr. Mettee to get his recommendations in on A,
108 B, and C before the deadline.

109 There was some discussion on the recommendation and consideration on having two
110 work sessions in December in addition to the scheduled December 11th meeting.

111 **Motion:** Mr. Viel made a motion to request for Mr. Mettee to have a draft of the
112 ordinance changes of items A-D sent to us as items to review at the earliest opportunity.

113 **Second:** Made by Mrs. Mooney

114 **Vote:** 7-0 motion passed
115

116 **Minutes of October 23, 2013**

117 **Motion:** Made by Mrs. Mooney to accept the minutes of the October 23, 2013 meeting as
118 amended.

119 **Second:** Made by Mr. Viel

120 **Vote:** 6-0-1 Motion passed
121

122 **Future Meeting Schedule Update**

123 Mr. Colby informed the committee that the next meeting is a Design Review for a 29 lot
124 subdivision off of Sach's Road. The plans are available in the office if anyone wants to
125 look at them.
126

127 **Board of Selectman Update**

128 Mr. Rafter informed the Board of the meeting planned for November 18th. The meeting
129 will be about how to handle the meeting with Rymes. The November 25th meeting is a
130 public televised meeting with Rymes.
131

132 **Recycling Committee Update**

133 Mr. Viel gave an update on the recycling committee. They are working on articles on
134 awareness and education. There are plans for an annual sticker to cost \$5 a year in effect
135 April 1st.
136
137

138 **Other Updates**

139 Mr. Chairman stated that the newest Town and City is available to view in the office.

140 **Adjournment**

141 **Motion:** Made by Mr. Morin to adjourn.

142 **Second:** Made by Mr. Osgood

143 **Vote:** 7-0 motion passed

144 Adjourn at 8:02 pm

145 Respectfully submitted,

146 JoAnna Arendarczyk