

**Poland Planning Board Meeting
June 23, 2015 – 7:00 pm
Town Office Conference Room**

MINUTES

CALL TO ORDER

Chairman William Foster calls the meeting to order at 7:00 pm with members James Porter, George Greenwood, and Dawn Dyer present. Member Jeremy Lothrop is absent with notification.

Public Attendance: Code Enforcement Office Nick Adams, Recording Secretary Alex Sirois, Janice Kimball, Steve Robinson, Walter Gallagher, Stan Tetenman, Jimmy Walker, Bradley Plante, and Fred Huntress.

MINUTES

May 12, 2015

- Vice Chairman James Porter makes a motion to accept the minutes for May 12, 2015 as presented, seconded by Member George Greenwood. No discussion.

Vote: YES – 4 NO – 0

May 26, 2015

- The minutes for May 26, 2015 are not available at this time.

June 9, 2015

- The minutes for June 9, 2015 are not available at this time.

COMMUNICATIONS

Copy of Planning Board Letter to Poland Spring

Copy of Planning Board Letter to Sharon Rice

OLD BUSINESS

None

NEW BUSINESS

Town of Poland, Hilt Hollow Informational – Map 15, Lot 1

- Chairman William Foster reminds everyone that the discussion about to take place is simply an informational discussion, and no decisions can be made.
- Chairman William Foster asks Code Enforcement Officer Nick Adams to give a brief history of Hilt Hollow.
 - The subdivision, known as Bakerton Heights is a six (6) lot subdivision off of Route 26 in Poland. It was approved sometime in 2006-2007. One (1) lot was built on, and one (1) other lot was sold. The town now owns the four (4) remaining lots and the road. The town acquired this by litigation. The subdivision has been recorded and any changes would be required to go to the Planning Board.
- The staff have put together four (4) options of possible plans for Hilt Hollow:
 - Option 1 – sell the entire development.
 - The Board of Selectmen has decided against this option.
 - Option 2 – Leave as is.
 - The Board of Selectmen has decided against this option

- Option 3 – Sale of lot five (5) only.
 - An abutter is interested in purchasing lot five (5). Access to that property would need to be through Route 26.
 - Member Dawn Dyer asks why the lot would need to be resurveyed before it is sold.
 - The pins for the subdivision were removed, and a survey is required in Poland whenever a lot is sold to an abutter.
- Option 4 – No sale, turn over the road.
 - The road would be turned over to the two (2) owners, until a point to be determined. An easement would be granted to the town so that the rear lots could be accessed. The road is currently shown on the plan, however it has never been signed off on by an engineer stating that it meets town specifications.
 - Member Dawn Dyer asks if the Town is required to maintain the road as its current owners, and according to the Town's Attorney the Town is not required to finish or maintain the road.
 - A road maintenance agreement would need to be created.
- Selectmen Walter Gallagher would like to know what the process is for dissolving a subdivision.
 - Code Enforcement Officer Nick Adams informs him that vacating a subdivision usually just requires one Planning Board meeting and the recording of some paperwork.
 - Member Dawn Dyer is not sure how it would work since there are already two (2) lots sold.
 - Mr. Adams believes that is a better question for the Town's Attorney.
- Member Dawn Dyer asks if the road was ever finished, and it was not.
 - Code Enforcement Officer Nick Adams reminds everyone that the people that own the vacant lot would be able to get a building permit, but not a certificate of occupancy until the road has been signed off on.
- Selectmen Walter Gallagher questions if the owner of the vacant lot could build a house on it if the driveway was considered a back lot driveway. He also would like to know how many lots could be served off a back lot driveway.
 - Since the rest of the lots would be combined and remain as town land, only two (2) lots would be using the driveway, which is allowed. It would require an amendment to the subdivision plan.
 - The road would need to be built up to the back lot driveway standards before a certificate of occupancy could be issued.
 - Vice Chairman James Porter questions who would be responsible for building up that road and turn around.
 - It is unsure at this point.
 - Selectmen Stan Tetenman asks how far up the road would need to go before the road can be discontinued.
 - Code Enforcement Officer Nick Adams reminds everyone each lot will need at least one hundred feet (100') of frontage on the road. Lot lines will need to be changed in order to put a hammer head or cul de sac in.
 - Selectmen Walter Gallagher asks Code Enforcement Officer Nick Adams if he has any idea what the engineering costs might be to amend the plan and design the new driveway.
 - Mr. Adams suggests contacting Terradyn Consultants, since they did the work originally and may have the files saved.
 - Selectmen Stephen Robinson asks if the remaining lots could simply be merged with the existing abutting town owned lots, and they could.
 - Vice Chairman James Porter reminds the Board of Selectmen that they will want to make sure they do not give up their right of way across the road to the remaining back land.

- Code Enforcement Officer Nick Adams reminds both Boards that they will need input from the fire chief in regards to the hydrant and cistern on the subdivision plan. He may be ok with just the hydrant for the two lots.
 - The retention pond may not need to be built as planned.

OTHER BUSINESS

ADJOURNMENT

Vice Chairman James Porter makes a motion to adjourn at 7:40 pm, seconded by Member Dawn Dyer. No discussion.

Vote: YES – 4 NO – 0


Recorded by Alex Sirois

Date Approved:
Poland Planning Board



William Foster, Chairman

James Porter, Vice Chairman

Dawn Dyer, Member

George Greenwood, Member

A B S E N T

Jeremy Lothrop, Member