

1 **ANTRIM PLANNING BOARD**

2 **Public Meeting/Public Hearing**

3 **Thursday, January 18, 2024**

4 **MINUTES**

5 **Members & Planning Staff present:**

6 Mark D. Murdough (Chair), John Anderson (Vice Chair), Bob Edwards (Ex-Officio), Michael Redmond
7 (Member), William Fluhr (Member), Lynne Rosansky (Member), Rebecca Hull (Alternate), Carol
8 Ogilvie (Consultant)

9 **Present over ZOOM:**

10 **Members/Staff Absent:** Ken Rubin (Member)

11 **Others present:** Diane Chauncey, Town Clerk; Donna Hanson, Select Board; Michael Ott, Select Board;
12 Fire Chief Marshall Gale; Sam Ingram, Meridian Land Services; Keith Fait, Applicant; **[need two names**
13 **of people who were with the applicant]**

14
15 **CTO:** Chair Murdough called the meeting to order at 7:00PM.

16
17 **Business Meeting:**

- 18 ▪ Review/Amend Drafted Minutes from: 1/4/2024

19 Chair Murdough asked the members if there were comments/corrections to the minutes.

20 Line 52 – Should say that John “presented”...

21 *Motion by John Anderson/seconded by Bob Edwards to approve the minutes of 1/4/24 as amended, with*
22 *all in favor.*

23
24 **Public Hearings:**

25 Chair Murdough noted that the Subdivision and Site Plan Review Regulations are still in progress, so
26 there is nothing to present this evening. He then turned the discussion over to Mr. Anderson to give his
27 presentation on the proposed Tax Increment Finance Plan.

28 **I. TIF Plan:**

29 Mr. Anderson had prepared a slide show that explained in detail the proposed Plan and District. The
30 presentation focused on:

- 31 ▪ Strategic Opportunities that can be created by a TIF District
- 32 ▪ The tax revenue estimates and how they were calculated over a 10-year period.
- 33 ▪ The Planning Methodology used to develop the revenue estimates.
- 34 ▪ The way the district boundaries were defined and ensuring that the ratios for land area and assessed
- 35 valuations were compliant with statutory requirements.
- 36 ▪ Specific properties that were chosen because they have potential for redevelopment opportunities.
- 37 ▪ The expected outcomes of having a TIF District: property values, tax burden, economic activity,
- 38 community welfare, affordable housing, walkability, and investment.

Mr. Anderson noted that because of a previous TIF experience in Antrim that was not positive, it is important to look at Key Performance Indicators: Did we complete the project? These are ways to measure success, such as:

- Property values
- Business growth/retention
- Affordable housing development
- Surveys – residents and visitors
- Perception
- Community activity

Next Steps: letters to the School and the County (which have been sent), community outreach, public hearing by the Select Board, warrant to town meeting, and then – assuming passage, establishment of TIF Advisory Board.

Chair Murdough then opened the meeting to questions/comments from the Board and the public.

Discussion

Question: Do the boundaries of the District coincide with the Village District:

Answer: To some extent. Drafted with input from the Planning Board and a recognition that the areas need to be contiguous.

Question: How does the town make up the school and county?

Answer: It gets redistributed across the school district. The expectation is that Antrim should see more tax revenue. Mr. Anderson added that he had looked at two other town TIF Plans and saw that over time, as the Plan is implemented, taxes went down and property values went up.

Question: What happens to the taxes of the properties whose taxes are “frozen” during the life of the Plan when the Plan is dissolved?

Answer: They will be the same as other properties.

Question: Was notice that was provided to the school district and the county advisory?

Answer: Yes. The School and County will receive their revenue from Antrim regardless, so the TIF would have no impact on their budgets.

Question: What is the impact on tax payers?

Answer: Worst case scenario, about \$5 per year per tax payer.

There being no further questions, Chair Murdough closed the public hearing at 7:34 P.M. and called for deliberation by the Board.

Mr. Redmond asked if Antrim Commons were to be redeveloped, how would that unanticipated revenue change the Plan. Mr. Anderson replied that if Antrim were to see an unexpected increase in TIF revenue, it could be moved into the General Fund. Once projects are completed, the TIF is discontinued. If there is more money for other projects, the Plan could go back to Town Meeting for a modification. Also, it is not necessary to wait the 10 years of the Plan to start a project; the Town could take out a bond and use the TIF revenue to pay it back.

Motion by John Anderson/seconded by Lynne Rosansky to move the TIF Plan to the Select Board. Roll Call Vote: Lynne Rosansky – Yes; John Anderson – Yes; Mark Murdough – Yes; Bob Edwards – Yes; Bill Fluhr – Yes; Michael Redmond – Yes.

Public Comment: No public comment

II. Thompson Crossing Subdivision Application

The Board has received an application for a three-lot subdivision on Thompson Crossing Road. Chair Murdough asked Ms. Ogilvie to read the public notice and confirm that all parties were properly notified, which she did. He then asked her to present her staff report on the application.

Ms. Ogilvie reported that, in terms of compliance with the submission items for subdivisions, this application does comply, with a few exceptions, for which waivers need to be granted by the Board. One is that bounds be set, which is impractical, since lot lines have not been approved; and the other is pending DES approval for a septic system on Lot 1. This is usual, and not a reason to hold up an application. The major issue with this application is that all lots only have frontage on a Class VI Road, which is not allowed per the Antrim Subdivision Regulations.

Ms. Rosansky questioned why the Board would proceed with an application that doesn't meet the requirements. Chair Murdough explained that it is a two-step process; one to confirm that enough of the submission items are present to warrant accepting the application, and the other is to then deliberation on whether the proposal meets applicable ordinances and regulations – such as the Class VI road.

Mr. Anderson stated that he thinks the application is complete enough and would like to vote on acceptance so that they can then talk about the proposal.

Motion by John Anderson/seconded by Michael Redmond to accept the application as complete. Roll Call: Lynne Rosansky -Abstain; John Anderson – Yes; Mark Murdough – Yes; Bob Edwards – Yes; Bill Fluhr – Yes; Michael Redmond – Yes.

Chair Murdough then called on the applicant to present the proposal. Sam Ingram, surveyor from Meridian Land Services, on behalf of the applicant, Keith Fait, described the proposal.

The lot is 13 acres with one existing house. Under the subdivision proposal, the existing house would be on Lot 2, and the driveway to this house would be shared with Lot 3; Lot 1 would have its own driveway. The lots all meet the zoning requirements, the primary issue being the Class VI Road. He stated that the owner of the existing house (Keith Fait) has an agreement from 2006 with the Select Board regarding the use and maintenance of the Class VI Road; their intention is to expand upon this agreement for the two new lots. Mr. Ingram provide a copy of this agreement to the Board, along with the waiver request for septic approval and the prohibition on subdividing on a Class VI Road.

Chair Murdough opened the floor to questions/comments from the Board. The subsequent discussion focused primarily on the road: who would maintain it; what improvements would need to be made to satisfy public safety concerns; and questions about the specific section of Thompson Crossing that is Class VI.

Mr. Fait stated that it was his intent to upgrade the road, to whatever condition deemed necessary by the Select Board, Fire Chief, Police Chief, and the Road Agent. _____ pointed out that the road was once public, as it crossed the river into Bennington.

Ms. Rosanski questioned at what point does the Town say that the road needs to be upgraded to a Class V? How many residents does it take for that to happen? Mr. Edwards replied that is typically done by petition, submitted by the residents on a road, requesting that the Select Board lay out the road. The Select Board must then make a determination as to whether there is a public benefit to doing that. Ms. Rosanski asked at what point is the onus on the developer to pay for this, with Mr. Edwards responding that it is always the responsibility of the developer/property owners to pay the cost of upgrading the road; the Town then takes over the ongoing maintenance.

Mr. Fluhr raised the issue of how to guarantee long-term maintenance in the future if the Town hasn't taken it, and gave an example of his own experience living on a private road that was ultimately taken over by the Town. Problems can arise when all residents on the road don't share in their responsibilities regarding maintenance and improvements.

Mr. Ingram replied that the aforementioned agreements would be recorded and attached to each deed. Mr. Fait stated that it was his intention to leave the road as a Class VI. Mr. Edwards stated that Select Board permission was needed to do any work on a Class VI road, since it was still a public road, and the Select Board would decide what improvements would be allowed.

Mr. Fluhr asked if the Board should know exactly where the Class VI section is before making any decisions? Mr. Ingram stated that it was their understanding that it extended to #14 Thompson Crossing. Mr. Edwards stated that, to his knowledge, the Road Agent also was not clear on where exactly the Class V ended and the Class VI began.

Chair Murdough stated that this is an issue; the Board can't set any condition regarding the Class VI road without knowing exactly where it is. Following some additional discussion regarding this issue, Chair Murdough suggested that the public hearing be continued to give the applicant the opportunity to confer with the Select Board, Police and Fire Chiefs, and the Road Agent, and modify the plan as necessary.

On a motion by John Anderson/seconded by Bill Fluhr, the Board agreed to continue the public hearing to 7:00 P.M. on Thursday, February 1, 2024, with all in favor.

Other Business:

- **Master Plan Workshop.** The date is set for 1/27/2024, from 9A.M. to 3P.M.
- **Private Roads/Subdivision.** On hold pending additional information.
- **Planning Administrative Report.** Nothing to report.
- **Correspondence:**
 - Chair Murdough reported on a petition he had received from Riche Colcombe, Antrim's State Representation, regarding religious exemptions. She is requesting that the Planning Board support the petition. Mr. Murdough will provide a copy of the petition to the members and stated that it can be discussed at the next meeting,
- **Other:**
 - Chair Murdough reported that the setup in the room that allows for zoom meetings is now complete, at a cost of \$2,700.
 - Chair Murdough reminded the board to please refrain from sending emails to the entire board.
 - Mr. Anderson asked permission to ask Ms. Ogilvie to reach out to SWRPC to find out what their next steps are for the Complete Streets Project.
 - Responding to a question about site visits, Chair Murdough stated that they have been customary in the past, but they are difficult in winter with the early darkness.

Motion to adjourn:

At 9: P.M. on a motion by Michael Redmond/seconded by Bob Edwards, the Board voted to adjourn, with all in favor.

Respectfully submitted,
Carol Ogilvie

Approved