

**Town of Otis**  
**Planning Board Meeting Minutes January 12, 2026**

Call to order 7:00 PM

- Roll Call:

Mark Anthony-Chair  
Hal Kobrin  
John Fletcher  
Gordon Middleton

- Approval of December 8, 2025 minutes  
John motion to accept, Hal second, all in favor.
- Farmington River Watershed Association: Road-Stream Crossing Management Plan  
Guest, Heather Geist here to discuss road-stream crossing management plans. Look at prioritizing culverts that need replacing, take inventory, make a plan for the next 5-10 years. Want to incorporate stream crossing standards. Want to partner with town to get this work done and provide support to get projects moving faster. Will also assess private road crossings if the property owners want. Primarily focused on culverts and not small bridges, small bridges are mainly DOT responsibility. Hoping to help support where upgrades are needed. Take inventory of all culverts in town and get one into design phase to include in the plan as a template. Plan to meet with the highway superintendent, Derek to discuss what the town's priorities are.

Hal, town has done hazard mitigation plan so there is a ton of data available to add to this.

- Master Plan: Bid Review Committee & Steering Committee

Mark, we need a citizen for the bid review committee in addition to the Planning Board members and town representative (likely Brandi).

Stacey is happy to help with the bid review committee

Mark, we will deal with the Steering Committee at a later date once we have the RFP done.

- Continued Discussion on Seasonal Community Designation

Mark, report just came out for Seasonal Communities Advisory Council. First round of grants will be going out. Communities will have to spend some time updating zoning

bylaws regarding the seasonal community designation. Especially for tiny homes and what would be allowed.

Hal, technical assistance grants would be beneficial for that. They often send out example base bylaws for towns to use to get started so they don't have to start from scratch.

- Master Plan Grant Request for Proposal Final Draft
- Any other business old or new.
- Gordon motion to adjourn 8:15 PM, Hal Second, All in favor.