

PLANNING BOARD MINUTES

August 27, 2014

**APPROVED as amended & clarified:**

9/10/14 \_\_\_jrl\_\_\_\_\_

AGENDA:     WORKSHOP – VISION FOR THE MASTER PLAN  
                    POSSIBLE SITE PLAN/SUBDIVISION CHANGES  
                    MEET WITH AL DEFOE

ATTEND:     Denice DeStefano (Chairman), Dan Paradis (Vice Chair), Elizabeth Schneider  
                    (Sel. Rep.), Clay Dingman, Steve Favorite, Debbie Denning (Alternate)

ABSENT:     Elizabeth Seeler (conflict)

OTHER:      Michael Capone, Town Administrator

The meeting opened at 7:00 p.m. with a quorum. Ms. DeStefano introduced Ms. Denning (the new Planning Board alternate).

**MINUTES OF AUGUST 13, 2014:**

The following amendments and clarifications were made:

Page 3, Historic District Commission, 8<sup>th</sup> line, following “draft” insert “and the Board agreed that we could wait for the HDC/LRPC/NHDHR draft.” Selectmen, 2<sup>nd</sup> line, replace “done” with “started”, before “contractor” insert “heating”, change “measuring” to “re-measuring” and, replace “and to service the furnace” with “work and also include the service in the quote.” 5<sup>th</sup> line, replace “with an” with “and we may purchase an”.

Page 4, 3<sup>rd</sup> paragraph, 4<sup>th</sup> line, replace “heard that he” with “heard that the property owner” and following “business there” insert “as well as he is to pave the new excavated area and installed concrete pads for new light poles.”

S. Favorite made a motion, second by D. Paradis, to approve the minutes as amended. The motion carried with one abstention.

**MEET AL DEFOE:** Mr. Defoe was not present and the secretary had not received an answer from him about attending. Mr. Capone asked what the Board wanted to see him about and Ms. DeStefano explained that some of the Board members have not met him and they would also like to get acquainted with the process that is now in place. Mr. Capone will check about having Mr. Defoe come to our next Workshop meeting.

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**WORKSHOP: VISION –**

Mr. Dingman had provided a new draft and some vision statements from other towns. He asked if the Board wants something similar to Deerfield (the one Mr. Dingman thought was best). Mr. Paradis felt that we need to draft our own statement. Mr. Dingman stated that other towns have had more public input and he questioned if we should or if the survey is enough. Ms. DeStefano felt that Deerfield's is very detailed. Anyone, beyond the Planning Board, would probably not read it as it is too long. It was thought that the Board could get a good draft, put it on the web and ask for public comments. Ms. Schneider mentioned that the Selectmen are working on getting an Economic Development Committee and that we might work with them. Mr. Capone stated that this is a piece of what they will be looking at. Ms. DeStefano felt that it would be good to get input from various Boards and from the taxpayers.

Mr. Dingman felt that what he was hearing was that the Planning Board would make up the draft and then put it out for review. It should be brief. Do we need action items or do these go with the appropriate<sup>3</sup> chapter? Ms. DeStefano thought that they should go with the appropriate chapter so that we stay on top of them. Mr. Dingman questioned if some of them would get out of date if we did not get to the chapter. If in the Vision, we would get it done more easily. He asked what the Board wants. Ms. DeStefano said that, maybe one paragraph for each chapter such as Land Use Vision and then the action steps. Mr. Paradis stated that the vision should be strategy. In general, the Board felt that the action steps should stay with the Chapter. Mr. Dingman said that he could eliminate specifics and leave in the generic for the Vision portion.

Ms. DeStefano asked to have a new draft for the next Workshop, Sept. 24<sup>th</sup>. Mr. Paradis asked about including town facilities. It was pointed out that this is in the last bullet that was in tonight's draft. It was determined that this bullet (maintains and improves community assets) and the 3<sup>rd</sup> bullet (enduring value and beauty) should be combined. Mr. Capone suggested that the Board include more than just the downtown core by adding Central Square, Routes 3A and 104. The Board agreed to this. Mr. Capone will write something up for Mr. Dingman.

Mr. Paradis asked what is meant by natural assets and natural systems. Mr. Dingman explained that natural assets covers things like mountains, lakes, etc. Natural systems are the connections. He will combine these. Mr. Dingman stated that we still have the survey monkey until November so we can use it for the vision comments. It was thought that we should do this by the end of September.

**ZONING ORDINANCE:**

Ms. DeStefano had received 2 items for discussion: one from Mr. Dingman concerning temporary signs and one from the Conservation Commission on Article 9.8b, page 62 where they suggest that, following "construction" (line 1), we insert "including demolition, "be implemented.

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**ZONING ORDINANCE continued:**

Mr. Dingman explained that his suggestion is to close the loophole for temporary signs that, at present, are being rotated every 30 days. Ms. DeStefano thought that it might be rectified by adding something like “not more than 3 times a year”. She thought that this is something that we should discuss with Mr. Defoe. Ms. Schneider asked about sandwich board signs and the Board was okay with those put out every day and taken in at night providing they do not impede sidewalk traffic.

Ms. DeStefano mentioned that we need to do something about the roof increase of more than 1’ as the NH State Building Code is requiring some to be higher when a roof is replaced.

Ms. DeStefano will write these up and bring them to our next workshop.

**SITE PLAN/SUBDIVISION REGULATIONS:**

Mr. Paradis had submitted something for run-off that, during a project, leaves one property but goes onto another. Newfound Sands has a drainage project in the works and we need to be sure that the run-off does not get diverted.

Mr. Paradis felt that we also need a better definition of “new construction”. He feels that new structure is a stand-alone building. We have nothing that says that, 5 years down the line, that any change still needs a Site Plan.

**COMMUNICATIONS:**

Looked at was an ad for APA membership drive, a survey on the property of Phillip G. & Sandra L. Despina of Worfield Circle, and a DES Approval for Construction for Carol & Eric Worthen of Peaked Hill. Two e-mails from Christina Goodwin were read. One was for the Board to look at the web site Planning Board pages and let her know how we feel about the present set up and the other was in regard to the Newfound Boat Shoppe. The owner apparently felt that the State Fire marshal would take care of the town part now. This will have follow-up.

**REPORTS:**

**HDC** – Mr. Dingman explained that they will not be meeting in Sept. due to the Primary.

**SELECTMEN** – Ms. Schneider stated that they are forming an Economic Development Committee (EDC) and an Energy Committee. The latter are in the beginning stages of researching putting in a solar ray. Mr. Capone added that there is a PUC grant round now and we hope that we can do something to cover the town facilities. Peterborough is working on doing this, as well. We are looking at different ways to implement this project (power-purchase agreement, bonding, etc.). As to the EDC, Mr. Capone stated that there has been some work being done on a regional level, also, and that the downtown project has spurred a lot of interest for our town.

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**SELECTMENS REPORT continued:**

The application for grants is now open for Safe Sidewalks to School and we are looking to include Merrimack, Spring, and Central Streets, Mr. Capone continued. We are also looking to apply for the beginning area of the Pemi-Trail. These are 80-20 Federal grants.

**CIP** – Mr. Paradis reported that they met last night. Mark Bucklin, Highway Superintendent met with them. The main topic of discussion turned out to be the Police Station situation. The committee tossed around the possibility of \$150,000 a year for 3 years. There was no talk about the Town Office, however. Don Milbrand is updating our spreadsheet for the next meeting.

Mr. Capone added that we have received two solid waste co-op refund checks for a total of \$117,722. This goes toward the Transfer Station improvement plan. We could have another \$100,000 to come, maybe not until 2016.

**NEW BUSINESS:**

Mr. Dingman stated that Sandra Heaney wanted them to know that the roofers are to start on the Old Town Hall next Tuesday. It will be a silver metal roof.

**NEXT MEETING:**

Our next meeting will be on Sept. 10, 2014 at 7:00 p.m. Scheduled to date is a Lot Line Adjustment for F. & M. D'Amore and J. D. Bon Realty Trust. Also a PCC for Michael and Sandy Tsao (possible restaurant where Renaissance was).

With no other business before the Board, C. Dingman made a motion to adjourn at 8:25pm.

Respectfully submitted  
Jan Laferriere, recording secretary