



**BARRINGTON PLANNING BOARD MEETING
EARLY CHILDHOOD LEARNING CENTER
77 RAMSDALL LANE
BARRINGTON, NH**

**THURSDAY SEPTEMBER 15, 2011
7:00 p.m.**

MEETING MINUTES

PRESENT: John Huckins, Chair
Alan Kelley, Vice-Chair
Michael Clark, Ex-officio
George Calef
Anthony Gaudiello
David Vincent
Edward Lemos, VMD
Stephen Jeffery-Alternate
Jacqueline Kessler – Alternate

ABSENT: Steve Oles – Alternate

STAFF Constance Brawders, Town Planner
Gregory Jones, Transcriptionist
Dan Howard, Planning Intern

GUESTS: James Connick; **Address**

NOTE: THESE ARE SUMMARY ACTION MINUTES ONLY. A COMPLETE COPY OF THE MEETING AUDIO IS AVAILABLE THROUGH THE LAND USE DEPARTMENT.

ROLL CALL

Chair John Huckins called the September 15, 2011 meeting of the Barrington Planning Board to order at 7:00pm.

MINUTES REVIEW AND APPROVAL

1. Approval of July 21, 2011 Regular Meeting Minutes.

E. Lemos moved to approve the Regular Meeting Minutes of July 21, 2011 as amended. G. Calef seconded the motion which passed unanimously with a vote of seven (7), to zero (0) in favor.

2. Approval of August 18, 2011 Regular Meeting Minutes

A. Kelley moved to approve the Regular Meeting Minutes of August 18, 2011 as amended. A. Gaudiello seconded the motion which passed unanimously with a vote of seven (7) to zero (0) in favor.

3. Approval of September 8, 2011 Public Meeting Minutes

Vice Chair A. Kelley moved to table the September 8, 2011 Public Meeting Minutes review. E. Lemos seconded the motion which passed unanimously with a vote of seven (7), to zero (0) in favor.

ACTION ITEMS

4. Town of Barrington Performance and Maintenance Guarantee

Town Planner C. Brawders informed the Board that she is in communication with Town Attorney Jae Whitelaw (Mitchell Municipal Group, P.A.; 25 Beacon Street East; Laconia, NH 03246) and the Town Administrator to finalize language in preparation for a formal vote by the Board on this matter.

5. Town of Barrington Planning Board Text Amendments – Text Amendments and Revisions to Subdivision and Site Review Regulations presented for consideration

Town Planner C. Brawders directed the Board to the Draft Subdivision & Site Plan Rules and Regulation Text Amendment's document prepared by the Planning Intern and the Land Use department. She informed the Board that Attorney J. Whitelaw (Mitchell Municipal Group, P.A.; 25 Beacon Street East; Laconia, NH 03246) has reviewed the document and advised them to pursue regulative updates annually so as to avoid public confusion, compile changes in Site & Subdivision Regulations as well as the Zoning Ordinance together in order to submit a full regulatory overview. Further, Attorney Whitelaw advised the Town to implement a tracking system for the different versions of these regulations as they relate to time periods in which they were jurisdictional.

Planner Brawders reminded the Board that regulatory changes are currently tracked by enactment date.

Chair J. Huckins urged the Board to begin reviewing possible updates to the Zoning Ordinance.

A. Gaudiello opined that no reason exists for allowing issues within the regulations to remain, as the planning intern and the Land Use department has supplied a document for review.

Planner Brawders stated that Attorney Whitelaw is continuing to review the prepared amendments and may have further comments.

Chair J. Huckins urged the Board to allow for more review time supply any further changes they may see to the Land Use Department. The Board agreed to allow more time for legal counsel and member review of proposed and other potential regulatory amendments.

6. Orchard Hill Road-Applicant James Connick

Request by applicant for recommendation to the Board of Selectmen for building permit at Orchard Hill Road, a Class VI road located in the Regional Commercial (RC) and Stratified Drift Aquifer Overlay (SDA) zoning districts.

D. Vincent recused from discussion.

Chair J. Huckins delegated alternate member Stephen Jeffery as the seventh Planning Board member.

Applicant James Connick addressed the Board and gave a brief summary of his proposed project. He explained his intent is to build a residential structure and barn, as well as upgrade a 2,300 +/- foot section of Orchard Hill Road to the Town standards necessary to permit his project. He explained that he has been working with the Town Road Agent and Land Use department to ensure all drainage structure demands and Class VI roadway standard requirements of the Town are being met so as to seek a recommendation from the Planning Board to the Board of Selectmen relative to a building permit for the proposed residential and accessory structures on Orchard Hill Road, a class VI roadway.

Town Planner Brawders informed the Board that the application is substantially complete aside from the Road Agent's document of recommendation which will be prepared shortly. A. Gaudiello and E. Lemos opined that these materials should be reviewed before a recommendation is generated for review by the Board of Selectmen on this matter.

A. Gaudiello moved as a matter of procedure, all relevant documentation should be reviewed before a decision is rendered by the Board. E. Lemos seconded the motion which passed unanimously with a vote of seven (7), to zero (0) in favor.

Discussion ensued as to whether or not the Road Agent's document of recommendation is necessary for the Board to review before making a recommendation, as the Road Agent ultimately reports to the Selectmen directly. Ex-officio M. Clark suggested the Board of Selectmen and Planning Board work to create working documents detailing the expectations of both parties regarding the roadway recommendation requests. M. Clark stated that a document from the Board of Selectmen will be supplied to the Planning Board relative to the expectations of such requests.

A. Gaudiello moved that the Road Agent's document of recommendation is not pertinent to the recommendation request currently before the Board. Alternate member E. Lemos seconded the motion which passed with a vote of five (5) in favor, to two (2) against, to one (1) abstention.

Vice-Chair A. Kelley moved that the Board recommend the Selectmen give attention to the conditions of the class V section of the roadway and to update note # 13 of the Application for Building Permit dated 8/16/11 to state "Any damage to Orchard Hill

Road during construction will be repaired by James Connick". The motion was seconded by A. Gaudiello seconded the motion which passed unanimously with a vote of seven (7), to zero (0) in favor.

D. Vincent took the place of alternate S. Jeffery and returned as the seventh Planning Board member.

A. COMMUNICATIONS RECEIVED

- **Workshop hosted by the Farmington Planning Board on Regulating Small Wind Turbines on October 4, 2011 at 6:00 p.m.**

Town Planner Brawders informed the Board of a Workshop to be hosted by the Farmington Planning Board on Regulation Small Wind Turbines and urged the Board members to attend if interested.

- **Governor's Advisory Commission on International Transportation (GACIT) 2013-2022 Ten Year Plan Hearing**

Planner Brawders informed the Board of the different hearings for the GACIT ten year plan and urged the Board members to attend if interested.

- **NH State – Rail Plan-Public Outreach-Portsmouth City Hall Chamber s- Wednesday October 5, 2011 6-8 p.m. POSTPONED TO 2012**

Planner Brawders informed the Board that the NH State Rail Plan-Public Outreach has been postponed to 2012.

B. REPORTS OF OFFICERS OR OTHER COMMITTEES

No reports of officers or other committees.

C. REPORT FROM PLANNER

- **Budget Review**

Planner Brawders informed the Board that the proposed Land Use department budget is being formally reviewed by the Board of Selectmen and Budget Advisory Committee on October 24, 2011. She requested the Board read the Land Use Department Vision Statement, Vision Mission of Values presentation and review the proposed budget. In addition, she asked for the Board to offer guidance and support of her vision for the Land Use department.

Chair J. Huckins informed the Board that the Town Administrator asked that the Board attempt to reduce the number of meetings per month in order to reduce the work hours demanded of the Town Planner. The Board feels this request may be possible and will take the matter under advisement.

Ex-officio M. Clark stated with the economic reality in mind, the Town should be making every effort to streamline its governmental functions to better support staff. The Board agreed that measures must be taken.

- **Municipal Law Lecture Series**

Planner Brawdors informed the Board of an upcoming New Hampshire 2011 Municipal Law Lecture Series and urged the members to attend if possible.

- **October 13 and 17 – Conflict with ECLC site. Meeting – Law Lecture?**

Planner Brawdors informed the Board that Tuesday the 13th and Tuesday the 27th of October, the Early Childhood Learning Center is not available for the Board's work sessions. She suggested that these two Planning Board meetings be held on the Wednesday of each week at an alternate location or be cancelled. Chair Huckins urged the Board to gather all identified regulatory amendments to present at the next scheduled meeting on September 22, 2011. He opined that by knowing what changes are needed, the Board can be better prepared to decide which October meetings are necessary to hold.

- **APA Affiliate Membership**

Planner Brawdors asked the Board if they would like to acquire the American Planning Association Affiliate (APA) Membership. She explained that the APA will give the members access to current educational materials on land use planning throughout the country and may be a valuable resource for the Board. The Board felt it appropriate to avoid the fees associated with the APA membership in light of the economy (budget?).

- **Nottingham Mud Bog Racing update**

Planner Brawdors informed the Board that the project was dismissed by the Nottingham Planning Board due a procedural error.

UNFINISHED BUSINESS

No unfinished business

OTHER BUSINESS THAT MAY PROPERLY COME BEFORE THE BOARD

No other business before the Board.

SETTING OF DATE, TIME AND PLACE OF NEXT MEETING AND AJOURNMENT

The Board agreed to set the next meeting date for September 22, 2011.

G. Calef moved to adjournment the meeting at 9:23p.m. E. Lemos seconded the motion which passed unanimously with a vote of seven (7), to zero (0) in favor.

Respectfully submitted,

Gregory M. Jones
Transcriptionist