

**MINUTES
CHARLESTOWN PLANNING BOARD
NOVEMBER 2, 2010**

Members Present: Robert Frizzell (Chair); Sharon Francis (Vice-Chair); Steve Neill (Ex-Officio); Andy Jellie, Pat Royce, Roger Thibodeau

Alternates Present: James Jenkins

Staff Present: David Edkins – Planning & Zoning Administrator
Regina Borden – Recording Secretary

CALL TO ORDER & SEATING OF ALTERNATES: Robert Frizzell called the meeting to order at 7:00 PM. He noted the absence of regular member Eric Lutz and called upon Alternate member James Jenkins to sit in for him.

APPROVAL OF MINUTES OF 8/3/10 and 10/5/10:

Mr. Jellie moved to approve the Minutes of the October 5, 2010 meeting as printed. Seconded by Mr. Neill. With six members in favor, the Minutes were approved. Mr. Thibodeau abstained as he was not present at this meeting.

Mrs. Royce moved to approve the Minutes of the August 3, 2010 meeting as printed. Seconded by Mr. Jenkins. With four members in favor, the Minutes were approved. Mrs. Francis, Mr. Neill, and Mr. Jellie abstained as they were not present at this meeting.

PLANNING & POLICY ISSUES:

Discussion – Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC) – Representative Steve Smith:

Mr. Edkins distributed copies of a letter from Christine Walker, Executive Director of the UVLSRPC, dated August 24, 2010, relative to membership dues for the FY2012 year. Mr. Smith is the sole representative to the UVLSRPC from the Town. Jan Lambert was the second representative but resigned several months ago. Mr. Smith sent Mr. Edkins an email in which he questioned the value of the UVLSRPC to the Town. Is the Town getting enough service from them for dues in the amount of \$6,079.02? This represents an increase of \$100.00 over last year's dues. He voted against the increase. Canaan and Enfield left and they are having trouble collecting dues from several other towns. The meetings are not what he anticipated; the committee almost automatically votes for acceptance of staff proposals. A lot of time has been spent on construction of the new offices and purchase of a new truck.

Mr. Edkins advised that the biggest benefit over the past several years was their participation in the Route 12 Project Study Group for the re-construction plan from the Route 12 underpass to North Walpole. They put a significant effort into that project. In this case the UVLSRPC and the Department of Transportation (DOT) worked together to bring all the parties together early in the process to do the development and to have a vision of what it should look like because it is

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squeezed between the Connecticut River and the railroad tracks. Because everybody had been brought into it in the beginning and they had a consensus on the project, when the Public Hearing was held, everybody agreed that this is what they wanted. It advanced that project on the fast track. It was a major accomplishment. This was done at no cost to the Town as it was funded by the DOT. The Regional Planning Commission won a national award for their role in this project. Mrs. Francis served on this committee. She felt the UVLSRPC approached this in a good way when working with the DOT and an adjacent community and getting it on a better schedule.

The UVLSRPC also worked with the Conservation Commission on a Natural Resources Inventory project. Mr. Edkins heard mostly good things about this. They were paid on a contract basis to do this work.

They worked with the Planning Board on the Master Plan several years ago. Mr. Edkins calls them periodically for guidance. He sits on their Transportation Advisory Committee which considers region-wide transportation issues. They are there when we need them.

The UVLSRPC allows up to 15% of the dues paid each year toward specific projects that we might ask them to undertake.

Mrs. Francis mentioned that when Mr. Edkins sends out their newsletters there is often information on workshops and programs, etc. that some department heads / employees could benefit from if they knew about them. Mr. Edkins felt this is a good point. The Town has worked with them on Solid Waste Disposal. Mr. Weed attends some of these meetings. They have also worked with us to provide traffic counts at the Transfer Station at no charge.

They worked with us at no charge on a Hazard Mitigation Plan where emergency services identified hazards that could occur in Charlestown such as flooding, train derailments, wind storms, etc. and then spent some time developing an approach on how to minimize the effects of such occurrences.

Mr. Smith noted that after this discussion he realizes that the Town is getting benefits from the UVLSRPC.

Mr. Edkins said one of his concerns is that there always seems to be a little undertone of the regional planning commissions state-wide seeking to have a greater regulatory role in local land use decisions. He has not seen a strong push recently. There is a mechanism set up in the State Statutes for their participation in the local approval of “projects of regional impact”.

They are good about providing information on available grants but do not offer assistance on completing those applications. A lot of regional agencies will administer grants but the UVLSRPC does not.

Mr. Smith left the meeting at this time.

ADMINISTRATION & CORRESPONDENCE:

Next Meeting: Mr. Edkins reported that there will be new business for the next meeting on November 16th. An application has been received for a home day-care operation on Cardinal Lane. SCA would like to come in for a preliminary consultation to discuss the construction of a yurt and how it works into their Master Plan for the property.

OTHER BUSINESS:

Salt Shed Holdings: Mr. Neill mentioned that there is a second sign at Fastenal in the existing metal frame. Mr. Edkins will check on it. Mr. Thibodeau felt the PB should re-address the sign regulations. Mr. Edkins said there are several areas that need to be looked at including directional signs and off-premises signs. Mr. Frizzell noted that it is time to start collecting information to use as guidance.

Hot Dog Vendors: Mr. Edkins reported that the Selectboard needs to talk about the vendors that are on public properties as opposed to private properties. Mr. Thibodeau mentioned that the vendor by the former Treasure Chest store looks permanent now that he moved in on the property. There still are signs and a portable toilet there. Mr. Edkins stated that the Hawkers and Peddlers Licenses expire on April 1st.

ADJOURNMENT:

There being no other business, Mr. Jenkins moved for adjournment. Mr. Thibodeau seconded the motion. With all in favor, the meeting adjourned at 7:54 PM.

Respectfully submitted,
Regina Borden, Recording Secretary

Minutes Filed: 11-4-10

(**Note:** These are unapproved minutes. Correction, if necessary, may be found in the minutes of the November 16, 2010, Planning Board meeting.)