

Charlestown Planning Board
Community Room
March 19, 2019 7 pm

Planning Board Present: Robert Frizzell, Sharon Francis, Douglas Neill, Rosie Smith-Hull

Planning Board Absent: Dick Lincourt

Alternates Present: Patricia Chaffee

Staff Present: Travis Royce

Others present:

Called to order by Mr. Frizzell at 7 pm.

Meeting minutes not yet approved due to number of members present.

Election of Officers: Motion to wait until more members of board are present per Ms. Francis. All in Favor.

Sign Permit Valley Regional Health Care, 125 Main St. Tax Map 118 Lot 100 Zone B: Discussion of history of Valley Regional Health Care. Valley Regional Health Care plans to use existing Charlestown Family Medicine Sign, so is correct size. In application, the lighting is listed as **none**. Needs to be checked as external.

Motion to accept with correction to lighting by Mr. D. Neill at 7:08. Second by Ms. Francis. All in favor, Ms. Smith-Hull abstains.

Planning and Policy Issues:

Budget: none

Policy: Discussion of open position. Questions for upcoming interview. Per Mr. Neill, UV will be coming in to help in the interim. Widening advertising of position, to Upper Valley region through the Valley News. Mr Royce sent three questions to UV to be answered in 3/20/19 meeting.

1. What can they provide?
2. Can town of Charlestown get help in finding a qualified applicant?
3. Blasting, how much authority does the planning board have to affect a site?

The Planning Board discussed potential future plans for CEDA property as the current site is visibly changing. There is debate about Site Development vs Business use. Truck traffic -- construction traffic vs business traffic?

Administration and Correspondence:

A question has been received by Mr. Royce regarding a food truck in town. Is a mobile food truck subject to a Peddlers license or a Hawking license? A site plan will be required if food truck will be permanently set up outside of an established business. Peddlers is 90 days max. If it conforms to Peddlers license then that is what it is. Per Mr. Frizzell, start with current permitting process.

Acknowledgement of approval given last summer for Wimbiscus And Sons, LLC to use existing signage, etc. on Salt Shed Rd.

Motion to adjourn by Ms. Smith-Hull. Second by Ms. Chaffee. All in favor, meeting adjourned at 7:47 pm.

Respectfully Submitted,
Alissa Bascom

(Note: These are unapproved Minutes. Corrections, if necessary, will be found in the Minutes of the April 2, 2019 meeting.)