

**TOWN OF FARMINGTON
PLANNING BOARD MEETING
Tuesday, June 19, 2012
356 Main Street, Farmington, NH**

Board Members Present: Paul Parker, Charles Doke, David Kestner, Glen Demers

Board Members Absent: Charlie King, Cindy Snowdon

Town Staff Present: Director of Planning and Community Development Kathy Menici,
Department Secretary Bette Anne Gallagher

Public Present: Neil Johnson

At 6:05 pm Chairman Parker called the meeting to order and all present stood for the Pledge of Allegiance.

BUSINESS BEFORE THE BOARD:

- **Pledge of Allegiance**
- **Review and approve Meeting Minutes of June 5, 2012**

Charles Doke motioned to approve the minutes of June 5, 2012 as written; 2nd Glen Demers. Motion carried with all in favor.

- **Poster Project**

This project was discussed earlier in the year for Town meeting hoping to work with the children in the Parks and Recreation program. The Park and Recreation Director Rick Conway felt there was not enough lead time last winter to pull everything together due to organizational requirements. As a result, the project was tabled and there was a brief discussion of having the school do the project.

Planner Menici recently spoke with Rick Conway and he sent a memo outlining suggested requirements and inviting comments. Chairman Parker met with Mr. Conway to get additional information. For the winner's prize he thought a \$25.00 gift card to a local store, such as Wal-Mart, would be appropriate.

Charles Doke said he felt a simple matter was being made unnecessarily complicated and suggested that the contest be put out to any child in Town. He thought a Water Country or York's Wild Kingdom ticket might be an appropriate prize.

Discussion included whether to open the competition to all children in Farmington or to limit to specific groups; what ages to include and how to group appropriately; how to choose the winner and what type of awards would be given:

- Include K through 12
- Make it an art project for middle school (6, 7 and 8) and tie in with the social studies program
- Divide into five age groups – K-1, 2-3, 4-6, 7-9 and 10-12
- Open to all children including those home schooled

- Size of submissions 8 ½ by 11 and enlarged later to 11 by 17 – Glen Demers will look into getting some help from Infinite Imaging for the enlargements
 - Board to finalize categories and process by July 17th with suggested deadlines of August 21st for public announcement, submissions due by October 2nd, award on October 16th
 - Instead of monetary award make this a civic event with a public ceremony and community service award
 - Coverage on TV and articles in Fosters and Puddleduck
 - Establish a committee to oversee – Charles Doke volunteered to coordinate
- **Response from Town Counsel regarding waiver of requirements in regulations or ordinances referenced in the Zoning Ordinance**

Planner Menici reviewed that at the last meeting the Board discussed the inclusion by reference of development standards such as Road and Driveway and Landscaping in the Zoning Ordinance. If the Zoning Ordinance references or specifies an ordinance or regulation the applicant must comply with all requirements or apply to the ZBA for a variance.

The Board briefly discussed that some zoning issues might benefit from review by the ZBA and how to separate those issues from ones on which the Planning Board should be able to grant waivers. The Planner said this could be done in conjunction with the review of regulations, and suggested that the Board might want to wait on this discussion until the full Board was able to be present. The Board was in agreement with her suggestion.

- **Update on Richard's Way Construction Schedule**

The Planner explained that there were two parts to the information under discussion tonight: the proposed construction schedule and FST's report. These were provided as a follow up to the June 5th meeting when Kevin Gagne of FST expressed his concern that this year's window to stabilize the slopes and complete seeding was closing and that too much time was being spent re-stabilizing temporary drainage.

Mr. Gagne said he felt the first draft of the construction schedule had not been realistic as the timeline was too short. The final version being reviewed tonight he considers both reasonable and attainable. Additionally, he recommends that the document needs to be revised on a weekly basis and resubmitted by the contractor.

The Chairman said he did not want to just approve the schedule. Planner Menici suggested that the Board accept as presented and review the progress at the July 17th meeting and make a decision as to a completion date. She said the Board had been generous and gracious with the applicant but there comes a time when a date for completion must be set.

The Planner said the detention pond and roadway elevations should be completed by July 3rd per the construction schedule and that everything else is for the construction of Phase II.

The Board decided a site walk would be appropriate prior to the July 17th meeting at 5:30 pm and a representative of FST should be in attendance. David Kestner said he would be going out to the site prior to that date and the Chairman asked that he let the Planner know so she could advise the contractor.

Planner Menici said a review of progress was certainly appropriate for the Board as a group and that Mrs. Gallagher would be joining them to take minutes. The site walk will be included in the Public Notice.

David Kestner motioned for a site walk at Richards Way by Board members with a representative from FST in attendance on July 17, 2012 at 5:30 pm to check on the progress of the construction schedule; 2nd Glen Demers. Motion carried with all in favor.

- **Continued review of proposed revision of the Subdivision Regulations**

In view of the Board being two members short tonight, the members present discussed whether to continue the review to the July 17th meeting. All were in favor and the following motion was made:

David Kestner motioned to continue the discussion of proposed revisions to the Subdivision Regulations to July 17, 2012 when a there would be better quorum for discussion; 2nd Glen Demers. Motion carried with all in favor.

Discussion will resume on page 19 paragraph I at the July 17th meeting.

- **2012 Work List**

Charlie Doke motioned to continue discussion of the 2012 Work List to the July 17, 2012 meeting to give fellow members a chance to voice opinions; 2nd Glen Demers. Motion carried with all in favor.

- **Any other business to come before the Board**

SRPC Grant

Planner Menici explained that Strafford Regional Planning Commission had received a grant to investigate fluvial erosion on the Cocheco River and had approached Dover with the study since it was felt with that City's development there might be significant issues. The field work was started in Farmington and it was found that there were no erosion hazards in Dover but there were in Farmington.

There is a grant available that would require matching "funds" from Farmington in the form of attendance at meetings. There would be a series of meetings at which SRPC would present the results of the study and speak about ways to mitigate. Attendance would include the Board of Selectmen, Conservation Commission and Planning Board. This would be a planning related activity that would help the Town create amendments to better protect areas. The Board of Selectmen would need to first accept grant funds in the form of advice from SRPC and then accept the match in the form of participation.

The Planner said, if interested, the Board could discuss this in July and if they decide it is an appropriate planning activity it can be presented to the Board of Selectmen at their July 23rd meeting.

Strafford Metropolitan Planning Organization

Planner Menici said a letter had been received from SRPC requesting appointees to the Technical Advisory Committee for SMPO. At present both an appointee and an alternate are needed. She noted that the Town would benefit tremendously from participation by learning how other towns deal with similar issues.

Chairman Parker asked that anyone with interest in participating to please come forward and Planner Menici would help with the process.

Granite State Future

Planner Menici said she recently attended a meeting at SRPC that discussed regional master plans which are similar to local ones but take into account the differences between communities and where the region wants to be ten years from now. State statute requires these regional master plans which then become part of the State plan. The State received federal grant money for this process and the regional planning commissions are able to undertake their updates this year. The updates have a three year timeframe for completion and will then be submitted to the State to review and draft the overall State plan.

The Planner said SRPC asked for meeting participants to identify individuals in the community as contacts but she wanted to speak with the Board first. Planner Menici said the information can be provided to those the Board identifies as possible contacts with their permission being asked prior to providing any names to SRPC. The Board will further discuss this at the July 17th meeting.

Charles Doke thanked everyone for their condolences on his father-in-law's passing.

At 7:30 pm Charles Doke motioned to adjourn; 2nd Glen Demers. Motion carried with all in favor.

Respectfully submitted,
Bette Anne Gallagher, Department Secretary

Chairman, Paul Parker