

***THE PLANNING BOARD
TOWN OF FRANCESTOWN, NEW HAMPSHIRE***

September 1, 2015

APPROVED MINUTES

Planning Board Members Present: Larry Ames, Chairman; Linda Kunhardt, Secretary; Abigail Arnold, Sarah Pyle, Lisa Bourbeau, Guy Tolman and Bob Lindgren

Alternate: Betsy Hardwick

Call to Order: Larry Ames called the meeting to order at 6:38 p.m.

1. Workshop – Larry said he wanted to set a date for the Workshop regarding the Village District and business and commercial topics that were identified during the last workshop. Larry said he's waiting to hear back from Jack Munn of SNHPC as to whether or not he will be able to assist. Jack responded in the affirmative and scheduled a date of Tuesday, September 29th and Thursday, October 1st. Larry said he will let Jack know the 29th at 6:30 to 8:30 is good. A discussion regarding including community leaders as facilitators and a location for the workshop ensued.
2. Regional Planning Commission Meetings – Guy sent out updates and attachments regarding the meeting. He said that most of the discussion involved opiate addiction and substance abuse. He also explained that the US DOT is requiring all states to perform pedestrian bicycle safety studies. As a result of the studies the cities will add signage and warnings in an effort to make it safer for bicyclists. Gregory Carson, Director of Manchester HUD, was scheduled to talk about housing but did not attend as planned. Guy discussed a new Supreme Court decision that will affect housing issues. Jack Munn spoke about Solar Up and Guy said there will be a meeting on September 9th at Ruth Behrsing's house between 4:00 and 5:00 p.m. On September 17th SNHPC will conduct a Solar Up meeting in Manchester on Dubuque Street to discuss what has occurred with participants and the progress of the program. SNHPC has elected its Executive Committee and Scott Heath will be sitting for Frankestown for another year.
3. CIP Meeting Schedule – Abigail submitted a tentative schedule that was discussed at the Board of Selectmen meeting with the Budget Advisory Committee Monday night. Larry sent emails to the Department heads to notify them that CIP meetings are being scheduled. Discussion regarding the CIP meetings took place. Larry went over the distribution list and how to forward the packets to each department. Larry said that the Planning Board should have their recommendations prior to December 1, 2015. Abigail said the Board of Selectmen will not make any decisions until after the 1st of January 2016.
4. Sarah Pyle handed out some workshop ideas she has put together. She would like to frame the next workshop to come out with a better work product at the end. She explained her methodology and how she proposes to conduct the workshop. She discussed potential village usage, conditional use ordinances and permitting, special exceptions and the differences and ways to make the Town more user-friendly. Abigail suggested broader questions be asked before

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the more specific questions to try to get a feel for what the people want. A discussion regarding Districts ensued. Larry asked for input for producing a flyer and doing a mailing. Larry asked if September 15th meeting date allows enough time for a mailing. Sarah suggested contacting villagers to let them know about the subject of the workshop. Discussion about the boundaries of the village ensued. Sarah will contact Jack Munn for input on workshop content.

Review of Minutes

Larry discussed what should and should not be included in the minutes and he wants to streamline the meeting minutes process. He asked about the July 21, 2015 minutes and Linda indicated she had a comment. She asked if the itemized bill from SNHPC was received. Larry responded that it had been received and paid. Linda wanted a copy of the bill to be provided to the Planning Board for its files.

MOTION: Abigail moved to approve the minutes of July 21, 2015 as written, seconded by Bob Lindgren. All in favor.

So moved.

A discussion ensued regarding whether or not to include the notes from Chris Milner of Millhouse Enterprises provided in response to Abigail's question to Guy Tolman on August 18, 2015.

Abigail moved to review the August 18th minutes next week, seconded by Sarah, but Larry indicated that he will revise the August 18th meeting minutes and distribute proposed minutes to the Board members.

Linda asked where the Milner notes will be recorded. Abigail and Sarah explained that they do not need to be attached to the minutes and that not everything the Board receives is preserved in minutes. Discussion ensued.

MOTION: Abigail moved to adjourn, seconded by Sarah.

Larry said he had announcements to make. He said that in addition to Guy's email clarifying the answers to Abigail's questions on the 18th, he received an FYI copy of a Wetland's Permit Application for replacing the culvert on the Miller property on Avery Road that the Land Trust has an easement on. He also received a letter from Meridian Land Services offering their services to the Planning Board should they ever need a 3rd party to review an application.

Linda asked that the Board ask Scott Heath to provide the Planning Board with a synopsis of the executive action votes. Larry said that could be done.

Adjournment: Larry adjourned the meeting at 8:10 p.m.

Martha Callahan prepared the minutes from the taped recording of the meeting.