



FREMONT PLANNING BOARD
January 4, 2012
Meeting Minutes
Approved January 18, 2012

Present: Chairman Roger Barham, Vice-Chair John (Jack) Karcz, Selectman Brett Hunter, Member John (Jack) Downing, Alternates Andy Kohlhofer and Chris Silk, RPC Circuit Rider Brian Groth, Building Official Bob Meade and Land Use AA/Recording Secretary Meredith Bolduc.

Also present: Don Marshall, Fremont Commissioner to RPC

Mr. Barham opened the meeting at 7:10 pm.

MINUTES

Mr. Downing made the motion to approve the minutes of the December 21, 2011 meeting as written.

Motion seconded by Mr. Kohlhofer with unanimous favorable vote.

SEACOAST UNITED SOCCER CLUB (SUSC)
Map 6 Lot 020-001

It was noted that the Board is still waiting for feedback from NH DES to decide further action. According to a December 20, 2011 e-mail message from Eben Lewis, NH DES Wetlands Compliance Specialist, DES will issue a report after the holidays relative to their recent inspection of the SUSC property and wetlands violations and recommended remediation.

Mrs. Bolduc reported that she spoke via phone with Eben Lewis to advise DES that there are additional concerns beyond the river buffer including shoreland protection. The Planning Board wishes to convey to DES that they have concerns relative to the plantings for compliance with the February 11, 2004 approved site plan. A condition of the site plan approval is "*buffer planting of hardwood and softwood trees be put in place for noise and visual barrier*". If DES determines that remedial plantings must be done the Planning Board would like to request that those plantings to be as mature and as large as practical.

This phone conversation was followed up with a December 22, 2011 letter stating the same concerns and with Mr. Lindahl's December 8, 2011 letter enclosed, although it has previously been forwarded to Mr. Lewis.

Mr. Lewis explained that the DES actions relative to prime wetland buffer violations on the Seacoast United Soccer property are independent to any actions the Town may take for

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violations to the existing site plan or the Conservation Restriction Deed. For this reason he felt that a meeting with the Planning Board would not be productive to their concerns relative to site plan violations.

Mrs. Bolduc said Mr. Lewis further related that he expects the DES Team Leadership Committee will review information he has gathered at their January 9, 2012 and make a determination as to the process to rectify any wetland violations. He will advise the Board of that determination as soon as it is available.

SEACOAST FARMS
(Shirkin Road, Map 5 Lot 035)

There was a continued discussion relative to the Seacoast Farms Composting Operation approved Site Plan.

Planning Board Members Jack Downing, Jack Karcz and RPC Circuit Rider Brian Groth met at the Seacoast Farms site this afternoon with NH DES Waste Management Specialist Douglas Kemp and Seacoast Farms owner Bob Kelly for the purpose of a site inspection. In a checklist for the site visit Mr. Groth reported:

Comments:

- Windrows were down in height at acceptable level
- Much of the debris pile behind trailer gone
- Operation lined by berms containing tailings

Recommendations:

- Kemp recommends an agreement between Galloway (the land owner) and Kelly (Seacoast Farms) for removal of tailings when/if Seacoast Farms discontinues operations on the property.
- The Board/Groth recommends Kelly come to the Board to discuss revised plan/operations and possible site plan amendment.

Mr. Downing said the material pile behind the scales is down to the 7' that they are supposed to be. He reported that Mr. Kelly said he found a customer to take the tailings. Mr. Karcz said the berm all the way around is made of the tailings. This prompted a discussion relative to the tailings and it was noted that Mr. Kemp said at the site visit that when Seacoast Farms leaves the tailings should be properly disposed of. There is a gentlemen's agreement with DES for the timeline to get rid of the tailings and the amount of the tailings allowed on site. The removal of the tailings is related to the end of the business. Mr. Groth felt that should be left to DES.

Mr. Barham said that it would be good to get a site plan on record that depicts what is actually going on at the site relative to the operations side of the business. It was noted that the operations of composting itself is managed by best management practices with DES. Mr. Groth said he will get a copy of the Best Management Practices and send them to Mr. Barham for his review. Mr. Karcz felt that is something that should formally be put on a plan and he suggested that it would be our best interest to at least contain the process of the composting operations, including the size of the piles. Mr. Groth said that in the field Mr. Kelly responded that he had already

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supplied the Board with maps delineating wetlands. Mr. Barham said that with what Mr. Kelly has provided in the past, this may be an opportunity to get an updated surveyed plan. Groth suggested as a follow-up on the site visit the Planning Board should have a conversation with Mr. Kemp.

There was a conversation relative to imposing an amendment to the approved Site Plan. Mr. Barham said if this occurs part of an amended Site Plan could include: 1) disposing timeline and 2) how much of the tailings can be on site at one time.

Mrs. Bolduc reported that Mr. Kelly has an appointment to meet with the Planning Board at 7:30 pm on January 18, 2012 to discuss the Seacoast Farms operation.

The Board received a copy of a January 3, 2012 e-mail report from Randy Grasso of possible blasting at the site of Seacoast Farms or Galloway Excavation.

MASTER PLAN
ENERGY CHAPTER

Present: RPC Senior Planner Julie LaBranche, Cheryl Rowell of the Energy Committee

At 7:30 pm Ms. LaBranche met with the Board relative to creating an Energy Chapter for the Fremont Master Plan. She said this project runs through the end of April and would be completed with funds already received from the Energy Technical Assistance Program (ETAP) so there would not be cost to the Town.

Mrs. Rowell said the Energy Committee has talked about adding an Energy Chapter to the Master Plan for some years. In answer to questions by Ms. LaBranche Mrs. Rowell said that an audit was conducted on the Town Hall through a grant funded by the Municipal Economic Enhancement Program (MEEP). She added that audits have been done through separate companies on the school, safety complex and vehicle fuel tracking. Mrs. Rowell further stated that the Energy Committee and Town Administrator Heidi Carlson were instrumental in installing solar panels and water at the safety complex.

Ms. LaBranche distributed an outline for the Board to follow and models from 3 towns that she previously e-mailed to the members for the Boards consideration.

Energy use and renewal energy were discussed. Mr. Barham asked if towns look at renewable energy and Ms. LaBranche said there are some towns that are replacing conventional systems with renewable systems, but other communities are at a standstill due to lack of funding because it is initially costly. She would suggest looking at it through the CIP and bonds.

Mr. Barham suggested the Energy Committee may want to add to their agendas discussions on; 1) reducing dependence on the grid; and 2) how to improve the reliability of supplying to the towns.

The outline that Ms. LaBranche submitted was reviewed. It included:

- Local Support for Energy Committee and Energy Planning

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- NH Enabling Statutes
- Community Priority Energy Goals
- Relationship between energy and planning
- What has the community done or is already doing?
- Energy Profile of Community
- Focused Objectives for each Goal ; *Objectives and Implementation could be combined*
- Implementation Recommendations: examples
 1. Enroll in the free *Energy Insight* tool available to all NH municipalities through May of 2012.
 2. Draft zoning and regulations amendments.
 3. Draft lighting energy efficiency ordinance or regulations for outdoor and interior standards.
 4. Replace halogen and incandescent bulbs in all municipal facilities with CFL and LED bulbs.
 5. Offer bulb exchanges at the transfer station, town offices, and other locations.
 6. Develop a prioritized implementation plan for future energy efficient/renewable energy capital upgrades for municipal vehicles, water/sewer pumps, boilers/furnaces, lighting and buildings and incorporate into CIP.
 7. Install programmable thermostats in appropriate municipal buildings; develop funding source for bulk purchase of programmable thermostats for eligible residents; organize an ‘energy corps’ of volunteers to install units for eligible residents.
 8. Be a host community for annual “Button-Up NH” winter weatherization workshops.
 9. Partner with LEC to provide home energy efficiency and weatherization tips for residents with property tax mailings * Refer to CA-CP “MyEnergy.net” and NHOEP “Button Up” outreach materials.
 10. Partner with LEC to research bid specifications for all future RFPs for capital improvements relating to energy efficient building and infrastructure.

The list of Energy Efficiency, Conservation and Planning Resources included:

- LEC Working Group
- Clean Air-Cool Planet
- Utility audit and efficiency programs
- NH Electric Co-op electric hot water tank subsidy
- ETAP-NHC inventory tool
- Button-Up NH program
- NH OEP Rebates
- Grant opportunities
- Training opportunities
- Local/Regional Conferences - Energy, Building, Smart Growth, Land Use, Transportation, Environmental, Community Development/Engagement, Health

It was agreed that a sub-committee should be formed to work on a proposed new Energy Chapter of the Master Plan. Energy incentives and forming a sub-committee were further discussed.

At 8:20 pm Robert Fraser joined the meeting.

Ms. LaBranche said she had no problem with the Board hearing Mr. Fraser and continuing this work session after they had finished.

ROBERT FRASER
Map 5 Lot 063-002
Present: Robert Fraser

At 8:25 pm Mr. Fraser met with the Board relative to a shared driveway he would like to construct on the property of Map 5 Lot 063-002 which he said he has recently purchased. The property is shown on a plan #D-31247 recorded at the Rockingham County Registry of Deeds on December 30, 2003. The plan is a 3-lot subdivision of Map 5 lot 063 with notes certifying that the lots are single family residential, impact fees will be assessed, and reciprocal driveway easements will be granted between the new lots.

It was noted that Lot 5-063 is already built out and conveyed. Lots 5-063-1 and 5-063-2 are vacant lots with no driveways in place at the moment.

Mr. Fraser stated that he would like to move the driveways of lots 63-1 which is owned by Deborah and Calvin N. Highfield, Jr. and 63-2 to a single shared driveway located on the shared boundary line.

Article 5.3 (Construction Standards) of the Driveway Regulations says:

- 1. All driveways shall conform to the side and rear setbacks contained in their specific approved subdivision plan otherwise access right-of-way set backs shall reflect a thirty (30') foot sideline setback within the Town access right-of-way. Once outside of the access right of way the driveway may be positioned no closer than ten (10') feet from the property sideline. Exceptions to the sideline setbacks may be approved upon inspection of the site and any existing conditions that so warrant.*

Mr. Meade reported that he contacted Road Mark Pitkin who says a shared driveway makes more sense citing easier snow removal for the right-of-way.

There was a discussion relative to whether this should be an amendment to the already existing plan since the proposed driveway differs from the driveways shown on the plan and whether Mr. Fraser will have to go for an amendment to the plan and obtain 30' setback for the driveway. Mr. Barham said there needs to be relief on the 30' setback if he wants to pursue the driveway location change. Mr. Groth said because it is affecting the neighbors' driveway the neighbor would need to sign off and the easement language would need to be addressed.

Ms. LaBranche pointed out that the other property owner has a vested interest because of the easements for the driveways. She felt that the owners of both lot 63-1 and 63-2 should be applicants in the action to change the plan. The third property owner in the subdivision may hold an interest in a change in the approved subdivision because the whole subdivision is impacted.

Mr. Fraser thanked the Board and left the meeting at 9:05 pm.

MASTER PLAN
ENERGY CHAPTER, continued

At 9:05 pm the Board resumed the Energy Chapter of the Master Plan work session.

There was a conversation relative to how loose or how detailed and specific to formulate an

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Energy Chapter of the Master Plan. Ms. LaBranche said it depends on how much information and how many goals the Board wants to put into it.

The Board agreed with Mr. Barham that this group should meet one more time to review the proposal and form a sub-committee and 7:30 pm on February 1, 2012 was scheduled.

Ms. LaBranche asked the Members to read the model chapters and get her the individual ideas of what we want our chapter to consist of so she could put together some ideas.

Board thanked Ms. LaBranche for her presentation. At 9:45 Ms. LaBranche, Mrs. Rowell and Commissioner Marshall left the meeting.

PENDING HOUSE BILLS

Mrs. Bolduc submitted that among the bills introduced for the 2012 Legislative session is HB 1149 which would, if passed, allow the planning board chairperson to administer oaths and compel the attendance of witnesses.

INCOMING CORRESPONDENCES

There was no incoming correspondence.

Mr. Downing made the motion to adjourn at 9:50 pm.

Motion seconded by Mr. Kohlhofer with unanimous favorable vote.

Respectfully submitted,

Meredith Bolduc, Land Use AA/Recording Secretary

Next regular meeting: January 18, 2012.

ACTION ITEMS

From the October 5, 2011 meeting.

Groth: create a draft adult use ordinance for the Members to review and consider.

From the January 4, 2012 meeting: send a copy of the Best Management Practices to Mr.

Barham for his review

PROJECTS PENDING/COMPLETED WITH RPC

- Master Plan Audit - Funded with CTAP Phase II funds = **\$3,500**; completion date of August 1, 2010. Completed February 16, 2011.
- CIP Annual Process - Funded with the 2010 Targeted Block Grant (TGB); completion date of June 30, 2010. Paid Towns share of **\$1,000** in December 2009. Pending as of January 4, 2012.
- Provide one (1) final paper copy and one (1) electronic version of the updated MP. Provide one (1) final copy of all elements of the CIP annual update process- Funded with the 2010 Targeted Block Grant (TGB); completion date of June 30, 2010. Paid Towns share of **\$1,000** in December 2009. Pending as of January 4, 2012.

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Updated project timeline table below.

RPC

Projects Non-CTAP	Status	2009 30 June	2010 30 June	2010 22 Sept	2010 27 Oct
CIP Process Submittal Materials (2010 TBG)	Pending		Contracted Completion Date		
1 final copy of updated MP, CIP elements (2010 TBG)	Pending		Contracted Completion Date		