



**FREMONT PLANNING BOARD**

**February 20, 2013**

**Meeting Minutes**

Approved March 6, 2013

Present: Chairman Roger Barham, Vice-Chair John (Jack) Karcz, Member John (Jack) Downing, Selectman Greta St. Germain, Alternate Andrew Kohlhofer, RPC Circuit Rider Jen Rowden, Building Official Bob Meade and Land Use AA/Recording Secretary Meredith Bolduc.

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

**BOARD MEMBERS/ALTERNATES**

At the June 15, 2011 meeting and the March 7, 2012 meeting Mr. Barham designated Alternates Andrew Kohlhofer and Chris Silk, respectively, to fill the vacancies on the Planning Board until such time as the Selectmen have appointed someone to serve as a full Board Member to fill that vacancy. These appointments remain in effect.

**MINUTES**

Mr. Downing made the motion to approve the minutes of the February 6, 2013 meeting as written.

Motion seconded by Mr. Karcz with unanimous favorable vote except for Mrs. St. Germain who abstained as she was not present at that meeting.

**RULES OF PROCEDURE**

The Board received and reviewed a draft of the Planning Board Rules of Procedure that have been modified as directed at the last meeting. Several changes were made. Mrs. Bolduc will modify the document to include the changes agreed upon at tonight's meeting and send it to the Members for discussion at the next meeting.

**VISION CHAPTER OF THE MASTER PLAN**

The Board reviewed the draft of the amended Vision Chapter of the Master Plan. Mr. Barham noted that there are no recommendations in the draft and Mrs. Rowden said the Vision Chapter typically does not have a recommendation section. Recommendations are for the other chapters. Mr. Kohlhofer suggested that the pie graph, created as a result of the 2012 on-line survey relative to what residents want for the Town, be broken down into percentages. Mrs. Rowden said she would do that.

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As a result of the review the Board found that a lot of the information in the Vision Draft, including information on zoning, was taken from the 2006 version and has not been updated for this amendment.

Other topics discussed included:

- Development
- Vision chapter ought to have visions
- The geographic limitations of the Town because Fremont does not have a major highway for passing traffic.
- Find a way to make it affordable to live here: - IE; what do we need to do to generate revenue.
- Explore what would help with the tax rate.
- Acknowledge the 2006 Chapter and modify it to fit the current update.
- Include the information from the 2012 survey.
- Goals from the Conservation Commission: ask them to review and update the list of goals they have suggested for this Vision Chapter.
- Summarize the goals that have been realized.

Mrs. Rowden said she will update and revise the draft of the Vision Chapter of the Master Plan to include comments made at tonight's meeting and present it at a future meeting for further review by the Board.

#### JACOB'S COVE

Map 1 Lot 098-1

The Board received a copy of a February 19, 2013 correspondence from Town Administrator Heidi Carlson to Town Treasurer Kimberly Dunbar requesting withdrawal of \$183 from Mr. Donigian's escrow to cover Stantec's invoice #661215 for construction engineering oversight.

#### BUILDING OFFICIAL/CODE ENFORCEMENT OFFICER

1. Mr. Meade reported that he has not received a return reply from Phillip & Karen Coombs', owners of 102 Chester Road (Map 1 Lot 025) to his January 29, 2013 letter relative to making an appointment with the Planning Board to discuss the activity at their property. The Board agreed to give them a little more time to respond before taking further action.
2. Mr. Meade reported that the developer of lots 8 and 9 on Frost Road have blasted the large boulder on one of the lots. He said there may be more than 1,000 cu yds of material to be taken off each lot so the developer may need to file for an Excavation Permit.

#### MEMBER

Mrs. Bolduc reported that a February 12, 2013 correspondence was sent to Mr. Silk relative to his status as an Alternate with the Board as he has not attended a meeting for more than 6 months. The Board has not received a return correspondence.

#### LEGISLATIVE BILLS

The following bills are among those introduced for the 2013 Legislative Session. Mrs. Bolduc will follow these bills and report any results to the Board.

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- Senate Bill 49: This bill provides for appeals of planning board decisions concerning a subdivision or site plan to the board of adjustment prior to appeal to the superior court.
- Senate Bill 50: relative to expiration of variances and special exceptions.

INCOMING CORRESPONDENCE

There was no incoming correspondence.

Mr. Karcz made the motion to adjourn at 9:10 pm.  
Motion seconded by Mr. Downing with unanimous favorable vote.

Next regular meeting: March 6, 2013.

Respectfully submitted,

Meredith Bolduc, Land Use AA/Recording Secretary

ACTION ITEMS

From the January 23 meeting:

Meade: Contact the owners of 102 Chester Road (Map 1 Lot 029) relative to making an appointment to meet with the Planning Board to discuss the activity at his property. Completed.

Bolduc: Contact Chris Silk about his PB Alt status. Completed.

From the February 20 meeting:

Bolduc: Modify the ROP document to include the changes agreed upon at tonight's meeting and send it to the Members.

Rowden: Update and revise the draft of the Vision Chapter of the Master Plan.

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PROJECTS PENDING/COMPLETED WITH RPC

- 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 this date.
- 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 this date.
- Vision Chapter of MP - Funded with the 2012 Targeted Block Grant (TGB); completion date of June 30, 2012. Paid Towns share of **2,500** in November 2011. Pending as of this date.
- Energy Chapter of MP – Funded through the Energy Technical Assistance Program (ETAP) (no Town cost-share). Completion date of April 30, 2012.

Updated project timeline table below.

RPC

Projects Non-CTAP	Status	2009 30 June	2010 30 June	2010 22 Sept	2010 27 Oct	2012	2012 April 30	2012 June 30
CIP Process Submittal Materials (2010 TBG)	Pending		Contracted Completion Date					
1 final copy of updated MP, CIP elements (2010 TBG)	Pending		Contracted Completion Date					
MP Vision Chapter update	Pending							Contract Completion date
MP Energy Chapter	Pending					Completion date		