



FREMONT PLANNING BOARD
April 1, 2015
Meeting Minutes

Present: Chairman Roger Barham, Vice-Chairman John (Jack) Karcz, Members Andrew Kohlhofer, Philip Coombs, John (Jack) Downing, Brett Hunter, Selectman Leon Holmes, Sr., Building Official Bob Meade, interim RPC Circuit Rider Glenn Copleman, and Land Use AA/Recording Secretary Meredith Bolduc.

This meeting was live broadcast on FCTV channel 22.

Mr. Barham opened the meeting at 7:15 pm.

MINUTES

Mr. Karcz made the motion to approve the minutes of the March 18, 2015 meeting with minor corrections noted by Mr. Kohlhofer. Motion seconded by Mr. Kohlhofer with unanimous favorable vote.

BUILDING INSPECTOR

Mr. Meade submitted his end-of-month report for March which included permits issued for 3 new homes, 2 renovations, 1 fine and 28 trade permits.

Mr. Meade reported:

Jeremy Lennon, 12 Brentwood Rd: Final inspection was scheduled for tomorrow, but has moved to Friday, which is still within the required 30 day time frame.

He received a noise complaint from a resident of his neighbor hammering on horseshoes. There is a question whether this activity is a hobby or a business. The resident has been asked to put his complaint in writing so it can be addressed.

STANTEC

Mrs. Bolduc received an e-mail message from Dan Tatem asking if there was any update on the potential road study/plan. She has informed him that the project is on hold for the time being.

ROAD STUDY PLAN

Mr. Barham showed a letter he drafted to Cliff Sinnott of RPC as a formal application for Fremont's inclusion in the NHDOT funded Pavement Management System project that Mr. Copleman discussed, and the Board supported, at the last meeting. If Fremont is selected the project will encumber \$1,000 from Professional Services line of the PZ budget and \$500 from the Matching Funds for a total of \$1,500 to be used as Fremont's portion of expenses.

Mr. Coppleman said that once the commission decides which Town would be the project pilot Town they will want to meet to decide all the particulars of the project.

Mr. Barham said the Road Agent is going to be at the center of this project. Mr. Coombs asked what Stantec's role would be in this project and Mr. Barham said that Stantec will be engaged if there are any Engineering services required.

WHITMAN DRIVE

Mr. Holmes reported that there was an incident on Whitman Drive where a driveway culvert is squashed. There was a question of whether the culvert is in the Town right-of-way. Mr. Barham said he thinks there is some language in the regulations about maintenance of the driveway culverts being the responsibility of the homeowner because it is for the benefit of the homeowner.

Mr. Meade consulted the Driveway Regulations and found that the owner is responsible for maintaining driveway culverts.

Article 7.9: Upon the issuance of a permit the owner/applicant agrees to maintain the driveway culvert in good and operational condition, regardless of the culvert location.

SCRIBNER ESTATES/THUNDER ROAD

Dan Perry
Map 2 Lot 1

The Board received a copy of a March 3, 2015 replacement Irrevocable Standby Letter of Credit from TD Bank for Thunder Road (Scribner Estates) amended to an extension date of January 2, 2016. The amount of the LOC is 137,340.

As per last meeting, Mr. Meade contacted Mr. Perry and related that the Planning Board would like the binder down before July 1st. Mr. Perry's response was that he did tell the Board that he would like to get the binder down on that back stretch of road, but he does not think he made any promises other than to get the gravel down. He would like to see the binder down by July 1, but he just has to figure out a way to pay for it.

Mr. Coombs said he thought Mr. Perry said the binder would be done by the end of 2014. The Planning Board minutes of July 30, 2014 were consulted and it was found that Mr. Perry said he "hopes" to pave the road (binder coat) by the end of the year.

It was agreed that the bond amount is sufficient based on the addition work that has been carried out on the road.

JACOB DONIGIAN

Map 1 Lot 098-1

Mrs. Bolduc reported that Mr. Donigian is working on posting the LOC for road bond security of Jacob's Cove and is also working to complete the list of conditions of approval for Jacob's Cove.

CAPITAL IMPROVEMENTS PROGRAM (CIP)

Mr. Barham said he will do a presentation for the Selectmen possibly in two weeks. He will contact Heidi to see if he can get on the Selectmen's April 16, 2015 agenda.

PJP EXCAVATION

Map 2 Lot 151.2

The Board has received the 2015 excavation renewal application from Darlene Olson for the PJP, Inc. gravel operation on Rt 107. It was agreed that Members that the Planning Board will conduct the annual site visit at the PJP excavation site in lieu of the Town Engineer unless something is found that, in the opinion of those Members present, requires an Engineers review. Site visit date to be determined.

GALLOWAY EXCAVATION

Map 5 Lot 035

The Board has received the 2015 excavation renewal application from John Galloway for his gravel operation on Shirkin Road.

MERRILL EXCAVATION

Map 4 Lot 015

The Board has received the 2015 excavation renewal application from George Merrill for the Fremont Park gravel operation on Beede Hill Road.

It was agreed by the Members that the Town Engineer will conduct the annual site inspections for the Merrill, Governors Forest and Galloway gravel operations. Date of the site visits to be determined.

Mrs. Bolduc will contact Martin Ferwerda to remind him that the Governors Forest excavation renewal application is now due.

Mrs. Bolduc reminded the Board that the Pitkin gravel pit is not in this mix because that permit does not expire until August. This prompted a conversation relative to the Pitkin pit being incidental to digging a pond. It was previously agreed that the Code Enforcement Officer would do the incidental and annual inspections and there would not be a need for the Town Engineer to be involved.

SIGN ORDINANCE

Mr. Coppleman said he reviewed the current ordinance and will be happy to make comments when the Board goes through the ordinance. Due to technical difficulties the projector could not be used to view the ordinance and the Board will review the Fremont sign ordinance for modification at the next meeting.

BUDGET/EXPENDITURE REPORT

The Board received and reviewed the PZ Budget/expenditure reports of March 26, 2015.

INCOMING CORRESPONDENCE

There was no incoming correspondence.

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Approved April 15, 2015

RPC COMMISSION

Mr. Copleman said that at the recent Executive meeting of the RPC Commissioners it was noted that Fremont has one representative, but there are two spots available so Fremont can have another representative. Mr. Copleman reported the schedule.

Mr. Coombs made the motion to adjourn at 8:30 pm.
Motion seconded by Mr. Downing with unanimous favorable vote.

Next regular meeting: April 15, 2015

Respectfully submitted,

Meredith Bolduc, Land Use AA/Recording Secretary

ACTION ITEMS

From March 18

Copleman

- Check with RPC to find out if they have done some work on building road network GIS data and if 1,500 will be enough for Fremont's portion to participate in the pavement management system program. Completed.

Barham

- Look into how long the waiver that was accepted as an alternate to the Stormwater Management Plan is good for.
- Do a CIP presentation for the Selectmen.

Meade

- Contact Dan Perry relative to the binder coat on Thunder Road. Completed.

From April 1

Bolduc

- Finalize and put on Planning Board letterhead the formal application for inclusion in the NHDOT funded Pavement Management System project.
- Contact Martin Ferwerda to remind him that the Governors Forest excavation renewal application is now due.

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.
- Energy Chapter of MP – Funded through the Energy Technical Assistance Program (ETAP) (no Town cost-share). Completion date of April 30, 2012. Pending as of this date.
- Growth Control Chapter of MP – Funded through the 2013 Targeted Block Grant (TGB); Completion date of June 30, 2014.

Updated project timeline table below. **RPC**

Projects Non-CTAP	Status	2010 30 June	2012 April 30	2012 June 30	2014 June 30	2014 August 20
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 Energy Chapter	Pending		Completion date		Contract Completion Date	
MP Growth Control Chapter	Completed				Contract Completion Date	Approved