



FREMONT PLANNING BOARD
August 19, 2015
Meeting Minutes

Present: Chairman Roger Barham, Vice-Chairman John (Jack) Karcz, Selectman Leon Holmes Sr, Alt. Thomas O'Brien, and Building Official Bob Meade

This meeting was live broadcast on FCTV channel 22.

Mr. Barham opened the meeting at 7:00 pm.

MINUTES

Mr. Karcz made the motion to approve the minutes of the August 5, 2015 meeting. Motion seconded by Mr. O'Brien with unanimous favorable.

CAPITAL IMPROVEMENTS PLAN (CIP)

Ms. Rowden is meeting with Chairman Barham and Town Administrator Heidi Carlson on Tuesday August 25, 2015 to review the scope of work for the CIP.

The Board again discussed preliminary work and overall guidelines for the program.

BUILDING INSPECTOR'S REPORT

The Road Agent asked Mr. Meade to have the Planning Board verify that he was indeed their designee for the driveway regulations. There was some discussion about this coming up with the last Road Agent and that he and the Town Engineer were designees.

Three complaints came in about a truck at the end of Christopher Lane with three advertisement signs on it. A letter went out and the truck is no longer there. There was some discussion as to when it would be time to fine habitual offenders.

Mr. Meade mentioned that Mr. Quintal had left off plans of Galloway's site but no formal application has been received to date. Mr. Barham asked to have the Town Administrator follow up on this.

RPC CIRCUIT RIDER CONTRACT

Ms. Rowden submitted a revised Circuit Rider Contract pursuant to the Planning Board's decision to have Appendix A amended to reflect the following time allocations:

- Night meetings 3.5 hours x 18 meetings in the year contract (63 hours)
- CIP Assistance 21 hours
- General Assistance 0.5 hours x 52 weeks (26 hours)
- 4 hours x 12 months (48 hours)
- Total Core services 158 hours at \$62 per hour \$9,796

As this total sum is the same as the contract previously presented, and signed by the Board of Selectmen and the RPC Assistant Director Glenn Greenwood, the Appendix A was replaced in the updated document and presented this evening for Chairman Barham to sign.

Mr. Meade brought up how important it is to have Ms. Rowden at these meetings with Ms. Bolduc out. Mr. Barham stated we would schedule with Ms. Rowden's hours accordingly with what comes in.

Motion was made by Mr. Karcz and seconded by Mr. O'Brien to approve the presented Circuit Rider Contract with Rockingham Planning Commission for the July 1, 2015 through June 30, 2016 fiscal year in the total amount of \$9,796. The vote was unanimous (4-0).

Mr. Barham signed the document with Mr. Meade witnessing.

BUDGET

An expense report to date and a first draft of the Planning and Zoning Budget was presented to Board members for review. Mr. Barham went over the budget, mentioned that there were still items to be paid including our part of the road assistance. He then justified the increase for Professional Services and Matching Grants line items. Mr. Holmes asked about the next move and Mr. Barham said that he would meet with the Board of Selectmen. It was also brought up that the figure (\$4,898.) for the Circuit Rider Planner should be brought up to the new figure (\$9,796.) and the total adjusted accordingly (\$48,729.).

MASTER PLAN

Mr. Barham asked at the last meeting for all members to review the updated Energy Chapter. He stated tonight that he would like to hear what the Energy Committee has to say before we discuss this again. Mr. Holmes thought that their next meeting was a ways off. Mr. Karcz thought last year they did not have final numbers and we had not heard back from the Energy Committee.

Heidi Carlson will obtain an electronic copy of the updated chapter and see that it is forwarded to the Energy Committee. Mr. Barham, Mr. Holmes and Mr. Meade had a discussion on solar panels (and their future).

ZONING ORDINANCE RECODIFICATION

At the last meeting, Ms. Rowden produced a copy of the Zoning Ordinance renumbered and laid out to flow better than what we have been adding to over the years. It will be sent out for all to review. Barham is working on the layout of the Sign Ordinance for later distribution. It was decided that most of the Sign Ordinance could wait until next time and went through "Signs authorized without a permit" and "Prohibited signs" (prohibited spelled right).

Mr. Holmes asked about utility poles (outside advertising) and RSA 236:75 No advertising of any kind upon certain objects which lead to advertisements in the right of way. Mr. Meade thought this should also be mentioned even though he did not want to make the ordinance any longer than it is. Mr. Barham asked about RSA 664:17 which was found to be "Political Advertising."

Mr. Holmes asked that we take a closer look at Portable signs. Mr. O'Brien went over signs in Home Occupancy and looked to see if there was anything against lettering on vehicles under that. There was some discussion at how many signs had popped up this year especially on telephone poles and Mr. Karcz asked Mr. Meade to get something in the Town Newsletter. Mr. O'Brien asked about making it easier and perhaps the Building Official issue permits for signs without Planning Board approval.

Mr. Meade stated that he had enough to do and could not imagine the repercussions. There was some discussion on who enforces this and why not Code Enforcement, Police and perhaps the Road Agent. Mr. Barham asked that we read and bring suggestions on the Sign Ordinance to the next meeting where we would focus on signs with a permit, temporary signs and signs in the right-of-way.

BARTHELEMY SITE PLAN REVIEW PUBLIC HEARING 06-021

This Public Hearing was continued from the August 5, 2015 meeting. Bob McDonald, who is an agent for Scott Barthelemy, requested to further recess the hearing to the next meeting, in a phone request to Heidi Carlson on Friday August 14, 2015. Mr. McDonald said he could not get all the plan changes done following his meeting with RPC Circuit Rider Planner Rowden (that meeting was held on Tuesday August 11, 2015). Mr. McDonald was advised that the meeting could be recessed to the next regular Planning Board meeting of Wednesday September 2, 2015. On Wednesday August 19th, Mr. McDonald spoke with Carlson again regarding some of the submission requirements and confirmed that he would be at the Board's next meeting of September 2, 2015 to continue the Public Hearing.

Motion was made by Mr. Karcz and seconded by Mr. Holmes to further recess the Site Plan Review Public Hearing for the Barthelemy property on Martin Road, parcel 06-021 to 7:30 pm on Wednesday September 2, 2015. The vote was unanimous (4-0). Mr. Karcz then asked about time limits and Mr. Barham thought that was after we take possession of the plan.

INCOMING CORRESPONDENCE

1. Invitation to Regional Joint Planning Boards meeting in Raymond on Thursday September 17, 2015. The meeting will be held at the Media Center Library at the Raymond High School at 45 Harriman Hill Road in Raymond.
2. It is noted that engineering fees on excavation permit renewals for 2015 are all paid up.
3. Fall Law Lecture Series – NHMA is holding their annual law lecture series this fall. (See notice of dates and topics). Mr. Barham read the flyer lectures, asked the members to give consideration and if any meeting dates need to be adjusted if members plan to attend.
4. Rockingham County Conservation District Annual Report for 2014
5. Dennis Quintal has left off plans for the Galloway Site Plan. No formal application has yet been submitted. This had been discussed with the Building Inspectors report.

UPCOMING MEETINGS

A Three lot subdivision of parcel 02-098 has been received and is scheduled for a first Public Hearing on September 16, 2015. Copies of the plan and comment sheets are being distributed to Town Departments, and Ms. Rowden has been sent a copy of the plans by the applicant, Roscoe Blaisdell on behalf of the owner, Deborah Hamilton.

With no further business to come before the Board, Mr. Karcz made the motion to adjourn at 8:35 pm. Motion seconded by Mr. O'Brien with unanimous favorable vote.

Next regular meeting: September 2, 2015

Respectfully submitted,

Bob Meade, Building Inspector / Code Enforcement Officer

ACTION ITEMS

Zoning ordinance and sign ordinance

Water tower letter

DES letter for Whittier Drive