

**Town of Gorham**  
**Planning Board Minutes**  
**August 13, 2015**

**Members Present:** Mike Guay (Chairman), Wayne Flynn, Reuben Rajala, Dan Buteau, Mike Waddell, Earl McGillicuddy (Alt) and Paul Robitaille (Alt)

**Members Excused:** Jeff Schall and Barney Valliere

**Members of the Public Present:** Tara Bamford (NCC) and Tom Maniscalco

**Call to order:** The meeting was called to order at 7:02 by Chairman Guay

**Appointment of Alternates** – Chairman Guay appointed Earl McGillicuddy to replace Barney Valliere and Paul Robitaille to replace Jeff Schall as full voting members.

**Acceptance of Minutes of July 9, 2015** – On a motion from Wayne Flynn with a second from Dan Buteau, all members voted to accept the minutes with the amendment to correct the spelling of Earl McGillicuddy's name.

**Work Session**

**Signs** - The Board reviewed the scope of work from Tara Bamford of NCC for this year's projects which will include reviewing the sign ordinance and the Shoreland Protection Exemption. Mike Waddell made a motion to authorize Chairman Guay to enter into the agreement which received a second from Dan Buteau. All members voted in favor and the Chairman signed the contract. Tara presented the board with copies of sign ordinances from other towns for the board to review. She would like to meet with the Code Enforcement Officer as well as possibly some business owners to gather input. Paul Robitaille remembered reading an article at one time that discussed what types of signs are most effective. He also questioned if they could address lighted signs that are on all night and if they could apply the dark skies ordinance to the sign ordinance. Mike Waddell cautioned against amending the sign ordinance to make it too strict. He felt the board needed to address areas where the Zoning Board is pushed into a situation to need to grant variances. That should be the board's main focus. Tara suggested looking at Laconia's ordinance as it is a Master Plan for sign regulations. He also felt that the sign application should be changed to indicate how many signs the business currently has. Paul Robitaille felt that the ordinance needed to be structured to give the Code Enforcement Officer what he needs to be able to enforce the ordinance without being too strict. Tara will focus on a Master Plan form of a sign ordinance with tables for the board to review.

**Shoreland Protection Exemption** – The board discussed why shoreland protection exemptions were needed. Both Tara and Mike Waddell would like to get a base map of Town and do some research and identify which properties should be included in this exemption. Tara felt that the downtown area shouldn't be too hard to get an exemption approved. Tara will get a base map and do some research before coming back to the board.

**Code Enforcement** – Chairman Guay and the Secretary briefed the board in Code Enforcement Officer Scarinza’s absence:

- 1) Body Shop on Lancaster Road – CO Scarinza met with the person doing the work who says he is only helping out friends and not charging. CO Scarinza informed him that he would need to get in contact with the secretary to be on the agenda to come talk to the Board about what he is doing there. As of this meeting, the secretary has not heard from him.
- 2) Service Credit Union at Walmart – The Credit Union has installed their new bank inside Walmart. They have applied for a sign but it exceeds the number allowed on that lot. CO Scarinza denied the permit and told the applicant to apply for a special exception which they have done. That application will go to the Zoning Board on August 27<sup>th</sup>.

**New Business -**

- 1) Meeting notices - The board discussed receiving notices of meetings in a timely manner. Barney Valliere felt adequate notice of meetings was not being provided to the board. However, at each meeting, the board sets the date for its next meeting. If that doesn’t happen, a notice is sent to the members as soon as the meeting date is set (ie, the August 13, 2015 meeting date was not set at its July 9, 2015 meeting so after discussion with the chairman, the secretary sent a notice to all board members on July 22, 2015 informing them of the next meeting date). The board members in attendance felt that adequate notice is being provided.
- 2) Driveway at 17 Lancaster Road – Wayne questioned if John was aware of a driveway at this address that is new and was not brought before the board. This is a controlled access highway and as such NH DOT should be reviewing it. The secretary will get this to the Code Enforcement Officer to contact DOT.

**Old Business –**

- 1) Gravel Pits – The board will hold a public hearing on September 17, 2015 to adopt the local regulations as provided by the Department of Revenue.
- 2) Private Roads – Tara Bamford had put together some potential amendments to the Zoning Ordinance regarding private roads a few years ago. The board has decided to look at this again and has asked that the information be forwarded to Town Manager Frost to have Attorney Bernie Waugh review. Paul cautioned that he is concerned with how Private Roads will affect the Town’s Liability.

**Public Comment:** None

**Next Meeting:** The next meeting is scheduled for September 17, 2015

**Adjournment:** On a motion from Wayne Flynn with a second from Dan Buteau, the board voted to adjourn at 8:30 pm.

Respectfully submitted,



Michelle M. Lutz  
August 18, 2015