

Town of Gorham
Planning Board Minutes
February 20, 2014

Members Present: Michael Guay, Paul Robitaille, Wayne Flynn, Mike Waddell, Dan Buteau, Barney Valliere and Earl McGillicuddy

Members Excused: Reuben Rajala

Members Absent: John Losier

Members of the Public Present: Robin Frost (Town Manager), John Scarinza (Code Enforcement), Jan Eichler

Call to order: The meeting was called to order at 7:03 by Chairman Guay.

Acceptance of Minutes of January 15, 2014: On a motion from Mike Waddell with a second from Wayne, the board voted to pass over the minutes and request the Chair speak with the secretary regarding the section of the minutes pertaining to the public hearing on the proposed zoning changes as that section needs to be broken out more and to change the wording in the Eichler Lot Merge from “taxes” to “valuation” as well as change the square footage amount to remove the \$.

Continuation of Case #01-2014 – Eichler – Erroneous Lot Merge

The chairman opened the public hearing on this item at 7:04. The minutes-taker informed the chairman that the case number was incorrectly listed on the agenda as Case #03-2014, however, all the other noticing information was correct and the intent of the hearing was clearly spelled out. The chairman noted that the abutters notices and the public notice accurately addressed the reason for the revocation as required. Paul wanted Mr. Eichler to understand that the Board intended no harm. Mr. Eichler understand that the board has to reverse the lot merge as it is not a legal lot merge as the board was without jurisdiction to allow the merge as the lots were not contiguous. Wayne made a motion to revoke the lot merge due to the lots not being contiguous which received a second from Paul. All members voted in favor. The public hearing was closed at 7:09.

Old Business:

- 1) **Proposed changes to the Subdivision Regulations** – The Chairman opened the public session for this item at 7:10. This is a continuation from the January 15, 2014 meeting. The proposed changes presented at that meeting were not a “clean” copy. The copy the board has tonight is a clean copy and the board needs to act on the changes they were presented with. Mike Waddell made a motion to adopt the Subdivision Regulations as changed. The motion received a second from Barney. All members voted in favor and the public session for this item was closed at 7:15.
- 2) **Ugly Signs** – Barney asked if John Scarinza had any new information on the “Ugly Sign” issue. Wayne stated that he had asked for information through PlanLink and had received no responses.
- 3) **Fee Schedule** – Barney asked if there was any new information on the Fee Schedules. Robin suggested the board look at all aspects of the application process to see what costs really are for the whole process

and address the fees accordingly. Paul stated that at the Budget Committee level one of the things that kept coming up was that this needs to be self sustaining with fees that will cover the cost of the services provided. The board also discussed the recording of plats. There are plats that are approved by the board that have not been recorded so the process for that needs to be addressed. The board felt that in order to be sure that approved plats are recorded the fee schedule would need to be changed to cover the recording fees as well. The board also felt that they would need an actual secretary who could handle not only the minutes but the applications and noticing requirements as well as recording of plats in a timely fashion. Whoever does that could also possibly be the Code Enforcement Officers secretary as well. Mike Waddell said that in his travels, most larger towns and cities have a Planning Office that handles all of this but the smaller Towns usually have the Assessing Office handle the Planning and Code Enforcement items. The board agreed that there was no one beating down the door to be the secretary. Paul suggested Robin and the Assessing clerk gather data from other towns on their fees and get the recording fees from the registry. Earl asked that this be an agenda item at the next meeting.

- 4) **Label Shopper** – Barney questioned if there was any information on the portion of the building at 491 Main Street that previously housed the Label Shopper store as it has been vacant for quite awhile but there are lights on in the building. John informed the board that the rooftop furnace for that section of the building was not working and that the owner had turned on all the Halogen lights in the building to try to keep the pipes from freezing. There is no work going on in the building
- 5) **443 Main Street** - Barney also questioned if there was anything new with the property at 443 Main Street. No work has been going on there and there was no new information.

New Business: John Scarinza informed the board that Berlin city Toyota was in the process of submitting their final sign package. He also noted that the pylon signs were all approved at one time or another even though the number of signs they have exceeds the amount allowed. Wayne stated that this was due in part to the fact that the property is actually 3 separate lots and not just one lot.

Next Meeting: The next meeting is scheduled for March 20, 2014. The following items need to be on the agenda:

- 1) Election of Officers (Mike Guay stated that he would not be at the meeting but that if the board chose to vote him in as Chair again, he would accept the position)
- 2) Appointment of Alternates

Paul pointed out that this would be his last meeting as the Selectmen's representative and wanted to let the board know that he had appreciated working with them. Barney also thanked Paul for his time and service on the board.

Adjournment: A motion to adjourn was made by Wayne which received a second from Earl. All were in favor. Meeting adjourned @ 7:38 p.m.

Respectfully submitted,
Michelle M. Lutz
February 21, 2014