The Chairman opened the meeting at 7:00 PM. The Planning Board members present and staff present: Paul Carideo, Dean Howard, Ben Schmitz, Glen Emerson, alternate Randy Clark, alternate and Susan Hastings, Secretary. Absent: Neil Emerson, Chris Howard, Robert Waldron and Chad Bennett, Ex-officio.

Members of the public attending: Penny Williams, Media.

Chairman Carideo asked Randy Clark to sit on the Board replacing Neil Emerson.

**CHAIRMAN’s REMARKS**

Paul Carideo, Chairman,made the following announcements: 6 June 2016 is the date for the next Public Hearing. The last date to file a plan for a Public Hearing on 6 June 2016 is 16 May 2016. A workshop is scheduled for 16 May 2016.

**ELECTION OF OFFICERS**

Paul Carideo said the Board would hold its annual Election of Officers. The vote would be by voice or raising of hands.

**MOTION**

**Dean Howard nominated Paul Carideo for Chairman. Glen Emerson seconded the motion. P. Carideo asked if there were any other nominees. There being none the Chairman called for a vote.**

**VOTE YES Glen Emerson, Dean Howard, Ben Schmitz, and Randy Clark**

**ABSTAIN Paul Carideo**

**Paul Carideo elected Chairman**

Glen Emerson nominated Ben Schmitz for Vice Chairman. Ben Schmitz said he was too new on the Board. Dean Howard said he did not want to be Vice Chairman. He added he was impressed with the knowledge that Ben Schmitz had of the planning process and his ability with public speaking. There was further discussion and Dean Howard seconded the motion for Vice Chairman.

**ELECTION OF OFFICERS-**continued from page 1

**MOTION**

**Glen Emerson nominated Ben Schmitz for Vice Chairman. Dean Howard seconded the motion. P. Carideo asked if there were any other nominees. There being none the Chairman called for a vote.**

**VOTE YES Glen Emerson, Dean Howard, Paul Carideo and Randy Clark. ABSTAIN Ben Schmitz**

**Ben Schmitz was elected as Vice Chairman.**

The Chairman reminded the Board they needed to elect a Secretary.

**MOTION**

**Dean Howard nominated Susan Hastings for Secretary. Ben Schmitz seconded the motion. P. Carideo asked if there were any other nominees. There being none the Chairman called for a vote.**

**VOTE YES Glen Emerson, Dean Howard, Ben Schmitz, Paul Carideo and Randy Clark**

**Susan Hastings was elected Secretary with a unanimous vote.**

**OTHER** SubdivisionRegulations

**Checklist Paul** Carideo opened the discussion of the Subdivision Regulations. Susan Hastings said she had found an old copy of a checklist from around 1980, which Rivers Engineering probably did; Randy Clark said it was probably useful in the acceptance of plans. The checklist was discussed and members agreed to wait and see what the new Town Engineer might suggest.

**Town Map** Dianne Gorrow was contacted for information on the correct name for a town map. Attorney Gorrow reviewed the statutes. She had her title abstractor search the Rockingham County Registry of Deeds to find an official map for the Town adopted under RSA 674:10. She did not find one.

**OTHER** SubdivisionRegulations-continued from page 2

**Town Map** The conclusion is the subdivision regulations should not reference the official map. Board members discussed several titles and agreed to TOWN MAP. The definition is to be “The TOWN MAP is a map of Hampstead updated periodically with roads and parcels approved by the Planning Board and Recorded at the Rockingham County Registry of Deeds.”

**OTHER** Dennis Green

Paul Carideo asked visitor Dennis Green to discuss his business with the Board. He said he has been asked to have the speed limit on Route 111 in the area of Granite Rose and Hazel Drive lowered because of accidents in the area. The Chairman told him he probably needed to discuss the issue with the Selectmen and NHDOT District 6. Speed limits are not something the Planning Board has any jurisdiction over.

**OTHER** SubdivisionRegulations

**Article VIII** Randy Clark pointed out the regulations need to have a “typical detail” of a cul-de-sac.”

**Article VIII-5** R. Clark said the “Appeals” should be left as it reads. The Chairman agreed.

**Article VI-3** Chairman Carideo said the article should read “based on a High Intensity Soil Survey (HISS) performed by a New Hampshire certified Soil Scientist shall be provided.”

It was suggested to leave all the headers and “cont’d” off the pages.

The Code Enforcement Officer will be asked to review the Driveway Regulations with the Road Agent.

**OTHER** SubdivisionRegulations-continued from page 3

**Fee Schedule** The Board agreed to increase the fee for Certified Letters from $7.00 to $8.00 to cover the postage increases.

**Appendix A** The appendix was discussed and will be changed to the checklist.

The remaining sections of the regulations were discussed with no additional changes or suggestions. Ben Schmitz offered to help with the formatting of the Subdivision Changes. The applications will be reviewed at the workshop on 18 May 2016.

**RFQ Town Engineer** The RFQ for a Town Engineer will be reviewed at the workshop in two weeks. **Attachment # 1** The Chairman said he would send a copy to our Attorney for review. B. Schmitz asked how long an applicant would have to respond. R. Clark said the Board should interview each of the applicants. A six-month probationary period and a three-year commitment was suggested.

**BOARD BUSINESS Correspondence**

* Atkinson NH: A Planning Board Public Hearing Notice was read and filed.
* Kingston, NH: A Planning Board Public Hearing Notice was read and filed.
* NHDES Tropic Star (6-46) received notification of “Operation Approval for Septic System”. The document was read and filed.
* William Weber wrote a response to the ZBA Thompson Decision. : discussed briefly and filed.
* Julia Forbes sent the Selectmen a letter asking for information on what surveyors were doing at Depot Development. No action was required of the Board and the letter was placed on file.
* J. Lavelle requested a Department Heads Meeting on the Villella plan. The letter was read and filed.

**BOARD BUSINESS** Minutes and Adjourn

21 March 2016, Minutes approved by vote.

4 April 2016, Minutes edited and approved by vote.

The meeting was adjourned by vote at 9:55 P. M.

Respectfully submitted,

 Susan J. Hastings, Secretary