

**PUBLIC HEARING AND BUSINESS MEETING
FINAL**

A. CALL TO ORDER: C. Brown called the meeting to order at 7:00 p.m.

B. ROLL CALL: C. Brown, Chairman; A. Franciosa, Vice Chairman; B. Mutrie, G. Parish, A. Tonry, S. Volpone, Members; M. Kasprzak, Selectmen's Representative; L. Ruest, Administrative Assistant; D. Smith, Circuit Rider Planner; K. Kelley, Building Inspector

C. CAPITAL IMPROVEMENT PLAN PROGRAM 2012-2017: C. Brown referred the Board to the spreadsheets outlining the projects submitted by Departments for the years 2012-2017.

She explained the definition of a Capital Improvement Project and reported that the Committee met with Department Heads in order to bring this information forward to the Planning Board for consideration of recommendation to forward to the Board of Selectmen. A review of the proposed Plan took place department by department, item by item, identifying that some projects are one-time expenses and others are proposed capital reserve funds over a number of years. This review also included certain priorities set for projects (low, medium, high, committed).

Question was raised as to whether impact fee accounts can be held by the Trustees of the Trust Funds in order to obtain a better interest rate.

MOTION: To accept the Capital Improvement Plan 2012-2017 as presented and send the report to the Board of Selectmen as recommendation from the Planning Board

MOTION: S. VOLPONE
SECOND: B. MUTRIE
UNANIMOUS

D. PUBLIC HEARING – PROPOSED AMENDMENTS

1. Amend Article 4 Section 3-Signs by changing the size allowed for signs in the Agricultural/Residential district to be no greater than six (6) square feet and no closer than ten (10) feet from a lot line; to eliminate section 3.3.6 for clarity and consistency within the ordinance regarding sign setback requirements; and to clarify the location of goods and services as presented on a sign being offered on a lot within the Agricultural/Residential district.
2. Amend Article 3 Section 12- Home Occupation by ensuring the sign ordinance size requirement of six (6) square feet matches the sign size requirement as specified for Level II Home Occupations in the Agricultural/Residential district.

C. Brown opened the public hearing and reviewed the listing entitled "Proposed Amendments to Public hearing 11/15/11 – Planning Board" identifying the elimination of Article IV, Section 3.3.6, the renumbering of Section 3.3.7, the change to Section 3.1.1 (changing the size of a sign per this section to not exceed six feet; a reduction from 12 feet from "any lot line."), the change to Section 3.1.2 (add words "on that lot" to end of last sentence) and the change to Article III, Section 12.4.1.9 (change from a sign limit of four square feet to six square feet).

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C. Brown asked if there were any questions or comments from the Board. Two grammatical changes were noted. Hearing none, she opened discussion to the public. No members of the public were present. C. Brown closed the public hearing.

MOTION: To accept the proposed amendments as presented and forward them to the Board of Selectmen for inclusion on the 2012 warrant.

MOTION: G. PARISH
SECOND: M. KASPRZAK
UNANIMOUS

D. REVIEW AND APPROVAL OF PREVIOUS MEETING MINUTES

C. Brown revised paragraph four of page three to read:

C. Brown noted that the applicant may also want to address hours of operation for ~~use~~ this proposed use in a future application to the Planning Board. C. Brown acknowledged other aspects of the proposal to include two employees, night skies lighting and signage. A. Tonry requested a drawing of the driveway to include its length and width and location of parking and turnaround area as part of a future application to the Board.

B. Mutrie revised the last paragraph of page seven to read:

B. Mutrie stated that the parking problems at 1 Lafayette Road (function hall) remain. Discussion took place with regard to the improper parking at the front of the building. C. Brown stated that the owner was asked last meeting to improve the situation and has been sent an email reminding him to address this problem. K. Kelley stated this is the first he's heard of the issue and asked why he was not copied on the email mentioned. K. Kelley was reminded that the property owner appeared before the Board last meeting and worked with the Board to address concerns relating to parking at that time. ~~B. Mutrie asked whether K. Kelley enforces site plans.~~ D. Smith stated he will be reviewing the amended site plan for this project on Thursday and that other items may arise from his review that need attention.

MOTION: To accept the minutes of the October 25 meeting as amended.

MOTION: T. FRANCIOSA
SECOND: G. PARISH
UNANIMOUS

E. OTHER BUSINESS

1. Committee Reports: No committee reports were reviewed at this time. B. Mutrie inquired as to whether the Ordinance and Regulations Review Committee will be reviewing an ordinance regarding horse regulations. A. Tonry stated she has copies of two town's ordinances to share with the Committee and will email them.

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2. Certificate of Adoption - Subdivision Regulations Section 7.4 – Construction and Maintenance Security: Board members signed this certificate of adoption for submission to the Town Clerk and forwarding to the Rockingham Planning Commission to update the Subdivision Regulations.
3. Seafood Marketplace, 115 Lafayette Road Site Plan: C. Brown referred the Board to emails included in their mailing packets that outlined outstanding items for this project. She reported that she discussed this with the Building Inspector and stated that he will be following up to see if these items can be signed off by Altus Engineering. An as-built plan is to be submitted showing the changes and final site conditions. No questions were heard from the Board.
4. 2012 Planning Board Schedule of Meetings and Application Deadlines: Discussion took place with regard to the change in regular schedule of meeting on the fourth Tuesday of each month due to the Thanksgiving and Christmas holidays. Following discussion, it was agreed to approve the schedule as presented keeping with the practice of past years.

MOTION: To approve the 2012 Planning Board schedule as presented.

MOTION: A. TONRY
SECOND: M. KASPRZAK
6 IN FAVOR, 1 ABSTENTION, PASSES

F. COMMUNICATIONS TO BOARD MEMBERS

- “Supply Lines with The Source” Fall 2011 edition is available to members. B. Mutrie asked if this publication is available by email. L. Ruest checked and found the following link:
<http://des.nh.gov/organization/commissioner/pip/newsletters/index.htm>
- RPC Legislative Forum: With reference to Sustainable Funding Transportation and priorities for 2011 and 2012, C. Brown reported that the matter of an increase to the gas tax for the State of New Hampshire was addressed; relating to need for revenue for road work.

G. ADJOURNMENT

MOTION: To adjourn the meeting at 8:11 p.m.

MOTION: A. TONRY
SECOND: T. FRANCIOSA
UNANIMOUS