

Moultonborough Planning Board
P.O. Box 139
Moultonborough, NH 03254

Regular Meeting

January 8, 2014

Minutes

Present: Members: Tom Howard, Peter Jensen, Josh Bartlett, Paul Punturieri, Bob Goffredo;
Russ Wakefield (Selectmen's Representative)
Alternates: Joanne Farnham, Scott Bartlett
Excused: Member: Judy Ryerson
Alternates: Keith Nelson, Natt King
Staff Present: Town Planner, Bruce W. Woodruff; Administrative Assistant, Bonnie Whitney

I. Pledge of Allegiance

Mr. Howard opened the regular meeting at 7:01 PM and led the Pledge of Allegiance. He then appointed Joanne Farnham to sit on the board with full voting privileges in place of Judy Ryerson.

II. Approval of Minutes

Motion: Mrs. Farnham moved to approve the Planning Board Minutes of December 11, 2013, as amended, seconded by Mr. Jensen, carried unanimously.

III. New Submissions

Mr. Howard noted that there were only a few members from the public present this evening and suggested they move the hearing shown as #1 on the Agenda, Public Hearing and possible vote to approve amendments to the Subdivision Regulations, to #3, and take up the two new submissions first. Members were in agreement with this suggestion.

1. Kevin A. & Elizabeth Koons (195-7)(75 Eagle Shore Road)
Major 4 Lot Subdivision

This was a request for a proposed Major 4 Lot Subdivision of 24.5 acres with approximately 700 feet of frontage on Lake Winnepesaukee and 500 feet of frontage on Eagle Shore Road into 4 lots, each having frontage on Lake Winnepesaukee and Eagle Shore Road. Mr. Howard noted the Requests for Waiver dated 7 January 2014 from David M. Dolan Associates, PC, from Section 4.3 (A) (10) relating to contours and topography, Section 7.2 (E) relating to Minimum Road width of 18', Section 4.9.B relating to Special Investigative Studies and Section 6.2.C relating to easements.

Motion: Mr. Punturieri moved to accept the application of **Kevin A. & Elizabeth Koons (195-7)**, grant the waivers for the purposes of acceptance only and to schedule a hearing for this evening to be Hearing #1, seconded by Mr. Jensen, carried unanimously.

2. Bald Peak Land Co., Inc. and Bald Peak Colony Club (187-2 & 186-8)
(180 Bald Peak Drive & 32 View Drive) Site Plan Review

This was a request for a site plan review to remove the existing pro shop building, and replace that function in the existing Hillcrest structure on the adjacent lot, eventually relocating said building to a more central location on the lot. The proposal entail moving utilities, relocating cart paths and cart storage and paving certain areas including constructing drainage infrastructure to mitigate storm water runoff effects. The applicant is proposing to do this in phases over a maximum of over five years predicated on availability of funding, but not precluding the possibility of finishing sooner. Mr. Howard noted the request for waivers in the cover letter dated January 3, 2014, relating to the depiction of boundary information, topography, and detail soil information for the parcel, as it is nearly 212 acres in size.

Motion: Mr. Jensen moved to accept the application of **Bald Peak Land Co., Inc. and Bald Peak Colony Club (187-2 & 186-8)**, grant the waivers for the purposes of acceptance only and to schedule a hearing for this evening to be Hearing #2, seconded by Mrs. Farnham, carried unanimously.

IV. Boundary Line Adjustments

V. Hearings

1. Kevin A. & Elizabeth Koons (195-7)(75 Eagle Shore Road)
Major 4 Lot Subdivision

Dave Dolan of David M. Dolan Associates, PC was present to represent the applicant. Mr. Dolan briefly described the project. It is a proposed major 4 Lot Subdivision of 24.5 acres located on Eagle Shores Road. There is approximately 700 feet of frontage on Lake Winnepesaukee and 500 feet of frontage on Eagle Shore Road. Mr. Dolan gave a brief history of the property, noting this lot was created as part of a subdivision done in 1982. The Lot was about 18 acres and had no frontage on Eagle Shore Road. Part of that subdivision included a paper layout for Over the Hill Road, which has never been improved or constructed. There are two lots, besides the Koons property that can potentially access off of Over the Hill Road. There is a gravel driveway that has been used as access to this parcel over the years. Prior to the subdivision in 1982 there was a cabin colony on the property. On proposed Lot 1 there are three cabins and an open sided shed that are located within the shorefront setback. There are wetlands on the site that were delineated by Shauer Environmental Consultants.

In 2012 they came before the board for a boundary line adjustment (BLA). There was about 6 acres transferred from the Malcom Power Trust property to the Koons property, increasing the size to what is now 24 ½ acres. Just before the BLA, Power had granted an easement to cross his property as an alternative access. At that time he included in that easement the right to use that same access way for future access to his back land. When the BLA was done and Power conveyed the 6 acres to Koons, that inclusion of the right to use that access to the back land was not relinquished, it remained with Power. He still has rights to use the easement for access to his lot.

The proposal is for a 4 Lot Subdivision, shown as Lots 7, 7.001, 7.002 and 7.003 on the plan. The smallest lot is 4.028 acres and the largest is over 11 acres. They all have frontage on the lake and all have access directly to Eagle Shore Road. Lots 7 and 7.001 are proposed to use the existing access through the easement as a common drive. There is an existing woods road, with a driveway permit for that access point, which is a common drive. They have asked for a waiver for minimum road standards to allow it to remain at a width no greater than 14 feet. The reason, there potentially could be more than a common drive is due to the fact that Power has the right to use that as access to his back land. They have requested a waiver from minimum road standards. The access to lots 7.002 and 7.003 is by a common driveway proposed to be centered along the property line. There will be reciprocal easements for access. The total

width of the easement is 50 feet, 25 feet on each lot. There is an emergency vehicle turnaround area on the plan. A grading and drainage plan has been prepared by Rokeh Consulting. Mr. Dolan noted the common drive was only serving 2 lots, but this was a concern that came out of the Technical Review Committee (TRC) meeting. Mr. Dolan spoke to the Driveway Grading Plan noting there were some concerns on the slopes. Those are shown on the topographic plan and while there are areas that are greater than 15% slope and 25% slope, the total impact area of the grading associated with the driveway on the slopes greater than 15% is about 7,560 Sq. Ft. There was a discussion about improving Over the Hill Road and in that case it would result in impacting a greater area that would be about 14,000 Sq. Ft. The proposal would be less of an impact on the steep slopes. They will need to submit a driveway permit application. The locations have been discussed with the Road Agent during the TRC meeting.

Mr. Dolan addressed each of the requests for waivers which included a request for waiver of topography, 5 ft. contours on the entire parcel. They have shown 2 ft. contours on the majority of the property. They did not do contours on about 2 acres and therefore have requested the waiver. They have requested a waiver from the minimum road standards as it relates to the common driveway for Lots 7 & 7.001. It could potentially be used for access to three lots, which means it would have to be designed to meet minimum road standards at 18 ft. The likelihood of another lot being accessed is minimal in his opinion. Based on soils and slopes the Power property could be subdivided into two lots. There is only enough shore frontage to be subdivided into one lot, most likely if it was subdivided, it would be in a fashion that both lots would have direct access on Eagle Shore Road. They have requested a waiver for a Special Investigative Studies for a Traffic Impact Assessment Analysis as they are only adding three lots which will generate about 30 more trips per day and the number in the regulation requiring an analysis is 200 trips per day. They have asked for a waiver for the requirement to provide an easement and access to, as well as the installation of, a dry hydrant for the purpose of fire protection. The developer has offered to require, as noted on the subdivision plat, that any/all residential dwellings constructed on any of the lots within the subdivision install a residential fire sprinkler system in accordance with NFPA 13D, Standard for the Installation of Sprinkler Systems in One and Two Family Dwellings and Manufactured Homes prior to the issuing of a Certificate of Occupancy. This offer by the developer has been discussed with Moultonborough Fire Chief David Bengtson, as part of the TRC, and was deemed as acceptable provided all parties understood that this was an offer being made by the developer, and not a requirement being made by the Fire Department.

Mr. Dolan went on to state that he would be adding some plan notes to the plat as result of Mr. Woodruff's technical review for the project. State Subdivision approval is required for any lots less than 5 acres. With the addition of the lot lines, there are three cabins that will end up on Lot 7, and will create a side setback violation to one of the cabins. It is noted on the plan that the cabin will be modified, relocated or removed partially or entirely so that it complies with the side setback. The owner has expressed that he would be willing to totally remove all of the cabins, but they might not come down immediately. If they were to stay, they would make sure that no more than one of them would constitute a dwelling. Proposed driveway access and maintenance agreement language is being prepared by the attorney and will be submitted to the Office of Development Services (ODS) for review. They will add the town driveway permit for the common driveway once received. There were a few additional comments and minor changes to be made to the plan, one was the addition of a note to the plan that included no widening of the drive way that may impact wetlands without necessary permit from NH DES. Mr. Dolan stated he would answer any questions from the board.

Mr. Woodruff commented one of the things that Mr. Dolan hadn't spoken about was the request to submit draft language for the proposed shared driveway access. The driveway is very unique because it is very steep and does go through areas of 15% or greater slopes. The TRC felt very strongly that the design for the road needed to be shown that included mitigation for the amount of storm water that would run down and that the driveway would work for emergency services vehicles. This driveway needs to be maintained and the board needs to look at the draft language that would be placed either in the deeds or a separate instrument that called out access rights and maintenance requirements for the two property

owners on each side. It was noted that Mr. Dolan had noted this and that this could be a condition of approval that the draft language be approved by the ODS. Mr. Woodruff noted the need to address the second driveway which already has an approved driveway permit. This is an existing woods road that goes through a wetland. He wanted it made clear that it could not be widened unless the owner obtained proper NH DES permits. Mr. Howard questioned if they would not be impacting the abutter's right that he has secured via the BLA. Mr. Woodruff commented that he felt that was why they submitted a request for waiver of the roadway standards. Mr. Howard stated that that speaks to the applicant's rights, but it does not speak to the rights of the third party (Power). Mr. Dolan stated that the third party has the rights to use "this" and to contribute to whatever maintenance, upgrades and construction are required to access his property, so if he wanted to use the property as is, he would need to improve it but there would be a restriction on it anyway. If he wanted to widen it he would be impacting wetlands, and the permit application to DES would be under the owner of Lot 7's name as the applicant. Mr. Howard commented that at the time of the BLA it was only accessing two properties so it could be maintained at a driveway specification as opposed to if they grant the waiver and approve the this subdivision, suddenly that driveway is servicing three properties at which time if the third party develops the back land and would be required to widen it, who's burden is it? Mr. Dolan stated that they were asking for the waiver with the thought that that could potentially be used by a third party, but the chances are minimal. Mr. Dolan stated that based on the Planner's memo he added some proposed notes in red to the plan to address this concern. Mr. Woodruff commented that there were a few things that went hand and hand with this and that today the wetland is more important than widening the driveway. He noted the Conservation Commission expressed this same concern. He went on to say that there is a potential for one more lot that could be created by the abutter, who has the right to use the right-of-way, although they have other ways to get to the lot off Eagle Shore Road. He suggested they at least put those who would own those lots in the future on notice that they can't simply widen that driveway. It is at 14 feet today and would serve access to the two lots, but if in the future someone wanted to widen it they would have to go to the DES. For the purposes of this approval it would be wise to consider the waiver and add a note to the plat. Mr. Howard noted his concern was the third party who was not here or represented as an abutter. If the two lots are developed and meet the standard as approved, but he who has retained the right to use the back driveway should come in for a subdivision, suddenly comes up with the fact that he has to widen the driveway, which at the time that BLA was done, he could utilize as it didn't need to be widened as it was only a driveway. So by granting the waiver could create a potential cost for the third party. Mr. Dolan stated that Doug Hill, Attorney for Malcom Power (the third party) has received and reviewed the plans and application package as presented. He spoke with him yesterday and said that he (Mr. Dolan) could tell the board that neither he nor Mr. Power had any problem with the application. Mr. Hill did concur that the likelihood of the lot being subdivided was very small. Mr. Josh Bartlett asked in order to protect the board shouldn't they get something from them in writing. There was a lengthy discussion the ensued regarding the use of the driveway. Mr. Woodruff suggested a condition could be added to the plan that would deal with this application for the access that has been granted, that should access be used because a house is constructed on the abutting lot, then this would become a road, and would require upgrade and permits. Mr. Howard stated that there currently is an easement that access two properties, and if they were to grant the waiver they would say that it was accessing three, and he did not see that they could come back in the future to say that it needs to be brought up to the road standard. After further discussion a majority of the board felt that they needed the abutter or his attorney to weigh in on this in legal fashion to note that they have the understanding that there is going to be an upgrade needed if they were to subdivide their lot. Mr. Dolan will speak with the attorneys for both the Koons and Power requesting some sort of clarification as to who will be required to maintain that and what will trigger any upgrade and the attorneys will have to come up with language to present to the board. If Mr. Power should state that he would never use the easement to access a residence he could put that in writing or a deed easement then they could grant the waiver.

Mr. Woodruff commented if the board tabled this and continued the public hearing he suggested that Mr. Dolan submit revised plans for many of the conditions precedent that were suggested. Then he could redo the memo, removing many of the items that would be addressed.

Mr. Howard asked if there were any questions from the public at this time. There were none. Mr. Dolan asked if there were any other questions or concerns of the board at this time in regards to the application, and the requested waivers. There were no additional comments, only noting their request for additional language in the form of a note on the plan addressing the three cabins on proposed Lot 7.

Motion: Mr. Punturieri moved to table the application for Kevin & Elizabeth Koons (195-7) and to continue the public hearing until February 12, 2014, seconded by Mr. Jensen, carried unanimously.

2. Bald Peak Land Co., Inc. and Bald Peak Colony Club (187-2 & 186-8)
(180 Bald Peak Drive & 32 View Drive) Site Plan Review

Jim Rines of White Mountain Survey & Engineering, Inc. was present to present the application for Bald Peak Land Co., Inc. and Bald Peak Colony Club. Mr. Rines gave a brief history of both the properties and noted the proposal was to permit the applicant to modify the existing use of the Hillcrest structure and areas surrounding the structure. Mr. Rines stated that the proposed project has been shown in three phases, with each phase being able to be completed before moving onto the next phase or they could complete phases 1 and 1A and then move onto phase 2. The reasoning for the phasing is due to budgetary constraints. The proposed improvements are being funded through a fund raising effort and there are concerns that sufficient funding won't be raised to proceed in one single phase. If funding goes well, they may complete all phases at one time, if not, they anticipate that the maximum timeframe will be five years from the date of approval. Mr. Rines referred to each phase on plat which had been highlighted in yellow for easier identification of the project area.

Phase 1 will remove the existing Pro Shop building from the Land Company land and place its function in the existing Hillcrest structure on Bald Peak Colony Club land. The power poles and power lines that pass over View Drive and along Wallbridge Way will be put underground for several pole lengths allowing for the existing retaining wall and island to be removed, thereby enhancing safety through improved maneuvering area supported by the Fire Chief and Police Chief. The crushed stone and cobblestone edging in the northerly corner of the Hillcrest property will be eliminated. A gravel golf cart staging area and two gravel cart paths will be constructed as part of this phase as well as a portion of the area paved where the existing Pro Shop and island which will be removed. These improvements will trigger the need for some drainage improvements to make certain that they comply with the intent of the Stormwater Management ordinance. This phase will also include the installation of a new septic tank and pump chamber that will discharge the effluent into the recently installed septic system for the Chef's cottages and Racquet Club, re-purposing the Racquet Club building, and transferring some uses to the Hillcrest structure. Mr. Rines noted that presently the Racquet Club was designed to include a 120 seat meeting room. This use was never used as intended when the septic system was designed and so this use had been eliminated, freeing up a 600 GPD of flow. Mr. Rines went on to explain that when reconfigured and re-purposed flow to the system, there still is an excess capacity of 140 GPD.

Phase 1A will involve the elimination of the existing Bag Room and the construction of a new Bag Room of similar size on the Hillcrest lot. The gravel cart staging area and cart paths will be paved and a new pave drop-off loop and walkway will be added to the Hillcrest lot. The location of the eliminated Bag Room will be paved as well. The drainage improvements installed in Phase 1 have been sized adequately to handle the drainage associated with Phase 1A.

Phase 2 will involve the relocation of the Hillcrest building and placement on a full foundation with a walkout basement; the elimination of the separate Bag Room whose use will be moved to the new basement of Hillcrest; the creation of a new paved cart staging area, cart paths and handicap accessible walkways as well as the creation of six new parking spaces and additional drainage improvements that will tie into the Phase 1 improvements. It will also involve the removal of the existing flagstone walkway

and paved parking are in the northerly corner of the lot. Since the building will be moved out of the setback in this final phase, they will then be able to position and implement additional landscaping with the property lines which will consist of 5' tall arborvitaes planted 5' on center.

Mr. Rines noted the request for waivers from the need to depict boundary information, topography, detail and soil information for the entire parcel, as it is 212 acres in size, also the requirement of providing a permanent benchmark for horizontal datum. Mr. Rines answered any questions from the board.

Mr. Woodruff reviewed his staff memo at this time, noting that the intent of the storm water has been met with the submittal of additional documents submitted last Friday. He also noted the need to add one additional condition of approval to the list, which should be that the septic approval number be added to/filled in on the plan prior to the chair signing the plan.

Mr. Howard asked if there were any questions from the public at this time. Mr. Bud Heinrich asked if there was enough square footage to require sprinklers. Mr. Woodruff commented that it was stated that there was no increase in membership or use. They are taking the Pro Shop that is currently located in one building and moving the use into the Hillcrest building. Mr. Rines commented that the Fire Chief did not raise that or any other concerns at the TRC. Mr. Howard closed the public portion of the hearing at this time. There were no further comments or questions from the board.

Motion: Mr. Punturieri moved to approve the waivers from the requirements to depict the entire parcel boundaries of the parcel, to not reference established permanent benchmarks for the horizontal datum, to not show all topo on the subject property and within 50 ft. of the project and to not show or calculate soils and slopes information; and further moved to approve the site plan amendment for Bald Peak Land Co., Inc. and Bald Peak Colony Club Tax Map 187, Lot 2 & Tax Map 186, Lot 8, with the following conditions: 1. The owners' sign the plan prior to Chair signing. 2. Add a note to the plat stating that all phases, regardless of when accomplished within the next five maximum timeframe, require inspections for compliance with the plan as part of the certificate of use/occupancy process. 3. The final plan set is submitted to the Development Services Office in appropriate electronic format. 4. The septic approval number being added/filled in on the plan prior to the Chair signing the plan, seconded by Mr. Josh Bartlett, carried unanimously.

3. Public Hearing and possible vote to approve amendment of Subdivision Regulations

Mr. Howard stated that this was the Public Hearing and possible vote to approve amendment of the Subdivision Regulations. The proposed amendments were discussed at their meeting of December 11th and were moved forward to tonight's public hearing. There were three members from the public present this evening that were not here on the 11th. Mr. Howard asked Mr. Woodruff to give a general over view of the changes and if there were specifics they would like more detail on, they could expand on those.

Mr. Woodruff noted that there were many small changes which could be broken up into three categories. One, changes that were mandated by the six zoning amendments that were passed in March 2013; two, changes that are required due to changes in the NH statute; and three, a few suggested changes from staff to make the regulations more efficient. He noted the changes were shown in red text and the language to be removed is struck out with a line through it. Mr. Woodruff went on to say that the proposed changes will bring the reg's in line with our Zoning Ordinance, Site Plan Regulations and the NH state statutes.

Mr. Woodruff reviewed each of the amendments which included changes to Sections 3.0, 3.3, 3.7, 4.1.1, 4.3.A.12, 4.9.B, 4.13 A-F, 4.13.1 A & B, 6.2.B, 6.2.C, 6.3, 7.1 B, and 9.5.

There was only further discussion on two sections, first being Section 6.2.B in which members requested that instead of adding proposed language reading “in accordance with the recommendation of the Fire Chief” it reads in accordance with the *written* recommendation of the Fire Chief.

Mr. Howard asked if there were any questions from the public at this time. Mr. Heinrich had a few questions pertaining to fire protection (Section 6.2.B & C). He commented that as proposed, it would be left up to the recommendation of the Fire Chief as to what type of fire protection device would be required, such as, but not limited to fire ponds, cisterns or, dry hydrants. He maintained that that shouldn't be left up to the Fire Chief, but up to the statutes that are pertaining. Second it was his opinion that the language is confiscating, taking a 30 foot right-of-way for a dry hydrant on a subdivided waterfront lot. He felt these changes, either a cistern or dry hydrant is adding an unnecessary cost of \$30,000-\$40,000 to the price of a building lot. Mr. Heinrich went onto stated that he felt that cisterns and dry hydrants are built on “junk science” as far as fire protection is concerned. All dry hydrants and cisterns require manpower. He feels that fire protection in Moultonborough should come from a tanker where one man could bring 2,000 gallons to a scene. Mr. Howard thanked Mr. Heinrich for his input.

Mr. Woodruff responded the only amendment to Section 6.2.B was to strike “as the Planning Board may deem appropriate” with “in accordance with the written recommendation of the Fire Chief.” He commented that this was a stop gap measure until such time that they can complete a resources plan that will identify where firefighting capabilities are required, which will tell you where fire ponds, cisterns or dry hydrants are needed based upon the development or the potential for development. Mr. Woodruff went onto comment on Section 6.2.C noting that the majority of this is already in the reg's and the intent was that when someone came in to subdivide, create four or more lots, that the planning board would get from the fire department one easement somewhere along the waterfront that would allow the fire equipment to get the water, if it made sense. Mr. Josh Bartlett commented that the language says “shall” and he felt that this was an unnecessary expense for business owners and developers to put in cisterns, fire ponds or dry hydrants when there's a much better solution available. Mr. Woodruff commented every part of the subdivision regulations can be waived for cause by the planning board.

There were no further questions from the board or the public. Mr. Howard closed the public hearing at this time.

Motion: Mr. Jensen moved to approve the Subdivision Regulations as amended this evening, seconded by Mr. Punturieri, carried unanimously.

VI. Informal Discussions

VII. Unfinished Business

VIII. Other Business/Correspondence

1. Stonewall Acres Bond Reduction Request – Mr. Howard stated that the Board was in receipt of a Bond Reduction Request for Stonewall Acres. Mr. Woodruff stated that the Town held the Letter of Credit #259 for the subdivision known as Stonewall Acres. After several inspections and punch lists by the Fire Chief, Road Agent and himself, all items have been completed to satisfaction and compliance with the plan. They are requesting a reduction of the performance surety be reduced to the maintenance surety, which is 10% of the total.

Motion: Mrs. Farnham moved that the board approve the change for the Performance Surety to a Maintenance Surety, reducing the bond by 90%, and said Maintenance Surety be in effect for one year, at such time they may request it to be released upon the necessary inspections, seconded by Mr. Jensen, carried unanimously.

2. Request for Extension – TM 23-15 & 18-18 BLA – Mr. Howard stated that the Board was in receipt of a request an extension of the requirement of the Subdivision Regulation Section 5.4, requiring that all documents, including executed deeds, be filed within 120 days of the approval. The applicants stated their attorneys are in the process of preparing the appropriate documents and have requested an extension to June 30, 2014.

Motion: Mr. Punturieri moved to grant and extension of the requirements of Section 5.4 of the Subdivision Regulations to June 30, 2014, for Map 23, Lot 15 and Map 18, Lot 18 at 1225 Whittier Highway & 39 Airport Road, respectfully, for Trey & Anthony Wilson and Moultonboro Airbase, LLC., seconded by Mr. Josh Bartlett, carried unanimously.

3. Request for Extension – TM 288-8 & 282-41 BLA– Mr. Howard stated that the Board was in receipt of a request an extension of the requirement of the Subdivision Regulation Section 5.4, requiring that all documents, including executed deeds, be filed within 120 days of the approval (October 23, 2013). The applicants stated their attorneys are in the process of preparing the appropriate documents and have requested an extension for an additional 90 days beyond the required 120 days.

Motion: Mr. Josh Bartlett moved to grant and extension of the requirements of Section 5.4 of the Subdivision Regulations for an additional 90 Days beyond the required 120 days, for Harilla Landing Yacht Club & State of New Hampshire / NHDOT, Long Island Road Right-of-way (288-8 & 282/41) seconded by Mrs. Farnham, carried unanimously.

4. Memo from Town Administrator – Re: Resolving the Village Question – Mr. Howard stated that the Board was in receipt of a memo from Mr. Terenzini addressed to Mr. Punturieri. Mr. Woodruff commented that this was a proposed process to answer the “Village Question”, what will it become and how will it grow. This was a topic that came up at the December 6th, 2013 BoS/ABC budget meeting. This is a proposed process that would involve the Planning Board. Mr. Punturieri stated that the Master Plan Implementation Committee (MPIC) has reviewed all of the goals of the 2008 Master Plan and there are quite a few of the goals that are still outstanding and a lot of them revolved around the village. He brought this issue up at the meeting on December 6th budget meeting when the Land Use Office budget was presented and various boards provided updates. Mr. Punturieri suggested at that meeting that we, the town, need to make some decisions on the village because there is the danger of it being put together piecemeal. We are seeing the potential for changes to the village that will cause a long term impact without a clear vision, and without clear consensus from the community as to the future of the Village. A proposal was drafted by the Town Administrator, Town Planner and Mr. Punturieri to present to the Planning Board requesting that the BoS form a "Village Committee" tasked with the job of developing a plan for the village that would go to 2015 town meeting. No one is talking of a build out for the village, but rather painting a picture of the future for the village that the community would like to see, and a road map to get there. That’s important so that decisions on the village can then be made based upon that road map and with community consensus so we can move forward.

There are still a fair number of outstanding goals that revolve around the village from the 2008 Master Plan and they have been recommended to the PB by the Master Plan Implementation Committee, that they be carried forward for the new Master Plan.

After a lengthy discussion a majority of the board felt that this was generally a good concept and that it conceptually was right on point, but that it should be a subcommittee of the Planning Board. It was the consensus of the board to complete the Master Plan vision exercise on Saturday, and to create a “sub vision” for the Village and form a "Master Plan Sub Committee" under the auspices of the PB and not the BoS as the Master Plan is a Planning Board function.

Motion: Mr. Punturieri moved that the board conceptually agree that there’s some merit to forming a committee to be appointed by the Planning Board after the vision session, seconded by Mr. Josh Bartlett, carried unanimously.

5. Mr. Howard noted that the Board was in receipt of an e-mail from Richard Kumpf expressing his interest to serve as an Alternate Member of the Planning Board. Mr. Kumpf was present this evening.

Motion: Mr. Wakefield moved to appoint Richard Kumpf as an Alternate Member of the Planning Board with a term ending in March 2014, seconded by Mr. Josh Bartlett, carried unanimously.

6. Mr. Howard noted that the Board was in receipt of a Letter of Resignation from Judy Ryerson. Mr. Howard read Ms. Ryerson's January 8th letter into the record. With deep regrets, the board accepted Ms. Ryerson's resignation from the board, noting their appreciation and gratitude.

Motion: Mr. Punturieri moved that the board regretfully accept the resignation of Judy Ryerson as an elected member of the Planning Board, seconded by Mr. Jensen, carried unanimously.

7. Mr. Woodruff provided members with a copy of an article written by Attorney Paul Sanderson regarding Upgrades to Wireless Infrastructure which is in the January/February 2014 issue of New Hampshire Municipals Town and City newsletter. This is for members to review and discuss at a future date.

IX. Committee Reports

X. Adjournment: Mr. Josh Bartlett made the motion to adjourn at 10:23 PM, seconded by Mr. Punturieri, carried unanimously.

Respectfully Submitted,
Bonnie L. Whitney
Administrative Assistant