



MEETING MINUTES
NORTH HAMPTON PLANNING BOARD
Thursday, June 18, 2009
Mary Herbert Conference Room

These minutes were prepared as a reasonable summary of the essential content of this meeting, not as a transcription.

There was no Recording Secretary present; these minutes were transcribed from a tape recording of the meeting.

Members present: Shep Kroner, Vice Chairman; Joseph Arena, Barbara Kohl, and Michael Coutu, Selectmen's Representative. Laurel Pohl joined the Meeting at 7:30pm.

Others present: David West, RPC Circuit Rider

Alternates present: None

Mr. Kroner convened the Meeting at 7:20pm.

Mr. Kroner said that Mr. Ganotis, Chair of the Conservation Commission, was invited to attend this Work Session Meeting to discuss the Natural Resource Chapter of the Master Plan. Mr. Ganotis was not present.

Mr. Kroner explained that Mr. West submitted a copy of the Natural Resource Chapter, which was more or less a draft copy so that the deadline dates to receive grant money for it was met. Mr. Kroner said that the Conservation Commission had information that should be infused into the Chapter. The Conservation Commission has updated data to contribute to the Natural Resource Chapter. Mary Lou Wollmar spoke from the audience and said that the Agriculture Commission will be producing updated information on farm land with conservation easements as well. The Board agreed that that information should be included in the Natural Resource Chapter also.

Mr. West said that he would contact Mr. Ganotis and ask to attend their Conservation Commission Meeting. Mr. West reminded the Board that since the Chapter was already submitted to meet the deadline; the Board would be updating the Chapter, and has plenty of time to do so.

New Business

Mrs. Mary Lou Wollmar, member of the Energy Committee, was present to discuss how to maximize the efficiency of buildings in regards to the way they use energy.

Mrs. Wollmar was present to discuss the possible creation of a Town Ordinance that would promote saving energy in cost effective ways on municipal and commercial buildings. She forwarded copies of model ordinances from different communities to the members. Mrs. Wollmar said that she would like to see a proposed energy ordinance that

included a requirement that town and commercial buildings must be Leadership in Energy and Environmental Design (LEED) certified.

Mrs. Wollmar said that the energy audit was completed and submitted to Mr. Fournier on Tuesday, June 16, 2009.

Mr. Coutu said that the Energy Committee conducted an inspection of the Town Hall Complex, and he was present for that inspection. He said that they discovered deficiencies that need to be rectified, and some that can be easily rectified. Mr. Coutu was surprised that some of the issues are simple fixes and have not been taken care of. He said that the audit report may be the catalyst to start the process of rectifying such deficiencies.

Mr. Kroner questioned whether it would make more sense to add the proposal of mandating LEED certification to town and commercial buildings to the site plan review regulations rather than to create a Zoning Ordinance.

Ms. Pohl said that she would like to remind the Select Board that it is requested every year as part of the long range planning process that the Select Board submit a list of maintenance repairs needed to be done on the town buildings. She said that it has never been provided.

Mr. Kroner said that the Planning Board could either (1) draft an energy efficiency ordinance, and bring forth for a town vote or (2) the Planning Board could ask the Energy Committee to submit a draft ordinance that the Board could discuss and maybe adopt.

Mrs. Wollmar thought it would be best for the Planning Board to draft the ordinance.

Ms. Kohl questioned whether or not there needed to be an ordinance in place. She said that she is not in favor of implementing more government regulations on commercial property. She said that the Town has decided to comply with an energy saving plan, and doesn't see the necessity in adopting an ordinance.

Ms. Pohl suggested that the Planning Board make recommendations to the Select Board on how to spend money from the maintenance fund based on the LEED's report. She suggested that the Energy Committee and the Long Range Planning Committee meet and compile a list of recommended expenditures from the maintenance fund that will bring the Town in line with some energy compliance.

Mr. Kroner suggested that the Board create a subcommittee to draft an ordinance, and volunteered himself as a member. Dr. Arena also volunteered to be on the committee.

Ms. Pohl Moved and Mr. Coutu seconded the Motion that the Planning Board set up an ad hoc subcommittee to address the drafting of an energy compliant ordinance.

Mr. Kroner made a friendly amendment that the Committee Members to be voted on when there is full Board present.

Ms. Pohl accepted the friendly amendment.

The vote passed (3 in favor, 0 opposed and 2 abstentions). Ms. Kohl and Dr. Arena abstained.

Committee Updates

Ms. Pohl updated the Board on the Long Range Planning Committee. She said that they have been working on the Natural Resource Chapter for the Master Plan. Ms. Kohl said that she has started going through the Master Plan reviewing sections that are outdated.

Ms. Pohl updated the Board on the CIP Committee. She said that the CIP Committee had recommended to the Select Board several years ago that a needs assessment be conducted for the entire Town. She said the Select Board decided that a specialized assessment needed to be done for the Fire Department and the Police Department. The rest of the Town has not had a needs assessment study done as of yet. She said that it is the CIP Committee's belief that the proposed architectural study for the municipal complex would be premature at this point.

The Board discussed the needs of the different Town Departments. They determined that a plan needs to be put in place to find out the needs of each department (not a "wish" list) and how it would impact the tax rate.

Ms. Kohl and Ms. Pohl agreed that the CIP document received from Mr. Fournier is not helpful at all.

Mr. Coutu opined that the Planning Board should take the leadership of the CIP, and the members agreed. He suggested that the Planning Board draw up a written protocol and present it to the Select Board to vote on to adopt, and for the Select Board to direct the Town Administrator to get it done.

Dr. Arena said that he has worked on the CIP Committee in the past and the problem has always been the same; the information requested from the CIP Committee is never provided in a timely fashion.

Mr. Kroner suggested discussing this topic at the next regular Planning Board Meeting.

Mr. Coutu requested a copy of the document Ms. Pohl sent to Mr. Fournier that details what and when data is needed for the CIP.

Ms. Pohl said that the information from the Department Heads has been submitted. She said that data from the Town Administrator is missing.

Meeting Minutes

Mr. Kroner tabled the Meeting Minutes of May 21, 2009 and May 28, 2009 for a full complement of the Board to vote on them.

Dr. Arena Moved and Mr. Coutu seconded the Motion to approve the June 4, 2009 Meeting Minutes.

The vote was unanimous in favor of the Motion (5-0).

Dr. Arena Moved and Ms. Kohl seconded the Motion to adjourn the Meeting at 8:35pm.

The vote was unanimous in favor of the Motion (5-0).

Respectfully submitted,

Wendy V. Chase
Planning & Zoning Administrator