1	Nottingham Planning Board
2	November 13, 2013
2 3	
4	Members Present: Arthur Stockus, Chair; Troy Osgood, Vice Chair; Susan Mooney,
5	Secretary; Eduard Viel; Gary Anderson, Alternate; Hal Rafter, BOS Representative,
6	Robert "Buzz" Davies, Alternate; John Morin
7	
8	Members Absent: Dirk Grotenhuis
9	
10	Others Present: Paul Colby, Building Inspector; JoAnna Arendarczyk, Land Use Clerk;
11	Heidi Carlson, Deputy Chief Nottingham Fire and Rescue
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13	Chair Arthur Stockus called the meeting to order at 7:00
14	Introductions were completed at 7:01
15	Mr. Davies is seated and voting for Mr. Grotenhuis
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17	Meeting with the Fire Department
18	Deputy Chief Carlson, representing Chief Vilchock, stated that she was asked to request
19	from the Planning Board, a detailed process for installing cisterns.
20	Mr. Colby brought the Planning Board up to date regarding the issues starting back in
21	July 2011. He stated that he had made a recommendation at a date long ago that the
22	Town Engineer does the cistern inspections. It was agreed on and has been done that
23	way since.
24	Mr. Colby mentioned the ongoing communication with Chief Vilchock regarding new
25	housing developments in which the Fire Chief always requests that sprinkler installation
26	be required. Mr. Colby cited that RSA 674:36 states that we cannot require sprinklers.
27	After further discussion it was decided that the Fire Department would create a cistern
28	installation checklist for the Planning and Zoning office to provide to future contractors.
29	
30	Mapping with Strafford Regional
31	Mr. Colby advised the board, Ms. Serino and the Selectmen met with Kyle Pimental from
32	Strafford Regional Planning Commission regarding updating the existing town maps in
33	the Town Office hallway. The present maps were last done in the early 1990's. The
34	updated maps would be the same size as the existing maps and would fit the present
35	frames. They would have an updated color format and would be on disc enabling us to
36	print maps as needed. Strafford Planning Commission would be using the maps from the
37	Master Plan so they would not be reinventing the wheel. The funds are available through
38	the budget set aside for Strafford Planning dues. The update is important due to how
39	often the maps are referenced for site plan reviews etc.
40	M-4 M. W. London to make the Colorest to add the decree of
41	Motion: Mr. Viel made a motion to request the Selectmen to authorize the expenditure of
42	the funds intended for dues to Strafford Regional Planning Commission on updating the
43	Town Office maps.
44	Second: Made by Mrs. Mooney Discovering the Mrs. Reference and Mrs. College why the estimate for the Steen Slone More were
45	Discussion: Mr. Rafter asked Mr. Colby why the estimate for the Steep Slope Maps were
46	not included in this estimate.

- 47 Mr. Colby stated that it was discussed with Mr. Pimental and he stated that since we were
- working with Mr. Mettee on those it would be least expensive to continue with Mr.
- 49 Mettee.
- Mrs. Mooney suggested that the new maps could be place over the existing maps to
- 51 preserve the history.
- 52 **Vote:** 7-0 motion passed

53 54

Town Meeting Calendar

- Mr. Colby mentioned the highlighted dates in the packets. The Friday January 10, 2014
- date is the most important date considering the zoning changes being worked on with
- Jack Mettee. If the changes are not posted by this date then we are looking at a year from
- now to get the Zoning Ordinance changes in.

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Reduction of Road Construction Bond:

- 61 Ledge Farm Road, "Rocky Hill Subdivision" October 24, 2013
- Mr. Colby stated he had a question on it too and apologized for his absence at the last
- 63 meeting. The reduction of the work had the correct amount. However they also reduced
- the 10% contingency we hold for two years as a "maintenance bond". The new amount
- 65 is correct.
- Mr. Colby clarified the overage was based on an error amount inadvertently cited by the
- planning office for the Merry Hill Subdivision- June 6, 2013.
- 68 **Motion:** Mrs. Mooney made a motion to release the overage of \$52,636.65 for reduction
- of Road Construction Bond for Ledge Farm Road.
- 70 **Second:** Made by Mr. Morin
- 71 **Vote:** 7-0 motion passed
- Motion: Mrs. Mooney made a motion to reduce the construction bond by \$385,684.85
- based on the work completed to date.
- 74 **Second:** Made by Mr. Osgood
- 75 **Vote:** 7-0 motion passed

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Strawberry Lane Subdivision

- CMA #891 November 13, 2013
- 79 Mr. Colby presented to the Board a Bond Reduction for the Strawberry Lane Subdivision
- 80 that came in after Mrs. Arendarczyk's work hours. It is a second Bond Reduction for the
- 81 Strawberry Lane project for work completed to date. It is not likely to be hot topped due
- 82 to running into some ledge. That put them behind schedule but they have completed
- 83 most of the work. Based on what our engineer tell us the amount is adequate for what is
- left for work to be done.
- 85 **Motion:** Mrs. Mooney made a motion for disbursement from the escrow account in the
- amount of \$32,678.46 for work completed on Strawberry Lane Subdivision.
- 87 **Second:** Made by Mr. Viel
- 88 **Vote:** 7-0 Motion Passed
- Mr. Colby clarified for the Board as to how the money gets dispersed.

90 91

- 92 Jack Mettee Invoice #119 C- Special
- 93 **Motion:** Made by Mr. Viel to approve invoice #119 C-Special from Jack Mettee for the
- 94 amount of \$377.60.
- 95 **Second:** Made by Mr. Osgood
- 96 **Vote:** 7-0 motion passed

97

- 98 Mettee Planning Consultants Scope of Service contract
- 99 Mr. Chairman asked the Board for their approval to sign the contract on their behalf.
- 100 **Motion:** Mr. Viel made a motion to approve Mr. Chairman signing the contract of Mettee
- Planning Consultants dated November 12, 2013 on behalf of the Board.
- 102 **Second:** Made by Mrs. Mooney
- 103 **Vote:** 7-0
- Mr. Chairman stated that Mr. Mettee wanted to have a timeline as to what to work on
- first. Mr. Colby had some recommendations to present to the Board.
- 106 Mr. Colby stated that based on the deadline coming up to post the changes to the Zoning
- Ordinance. He recommends that we ask Mr. Mettee to get his recommendations in on A,
- 108 B, and C before the deadline.
- There was some discussion on the recommendation and consideration on having two
- work sessions in December in addition to the scheduled December 11th meeting.
- 111 **Motion:** Mr. Viel made a motion to request for Mr. Mettee to have a draft of the
- ordinance changes of items A-D sent to us as items to review at the earliest opportunity.
- 113 **Second:** Made by Mrs. Mooney
- 114 **Vote:** 7-0 motion passed

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- 116 **Minutes of October 23, 2013**
- 117 **Motion:** Made by Mrs. Mooney to accept the minutes of the October 23, 2013 meeting as
- amended.
- 119 **Second:** Made by Mr. Viel
- 120 **Vote:** 6-0-1 Motion passed

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- 122 Future Meeting Schedule Update
- Mr. Colby informed the committee that the next meeting is a Design Review for a 29 lot
- subdivision off of Sach's Road. The plans are available in the office if anyone wants to
- look at them.

126

- 127 **Board of Selectman Update**
- Mr. Rafter informed the Board of the meeting planned for November 18th. The meeting
- will be about how to handle the meeting with Rymes. The November 25th meeting is a
- public televised meeting with Rymes.

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- 132 Recycling Committee Update
- 133 Mr. Viel gave an update on the recycling committee. They are working on articles on
- awareness and education. There are plans for an annual sticker to cost \$5 a year in effect
- 135 April 1st.

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- 138 Other Updates
- Mr. Chairman stated that the newest <u>Town and City</u> is available to view in the office.
- 140 Adjournment
- 141 **Motion:** Made by Mr. Morin to adjourn.
- 142 **Second:** Made by Mr. Osgood
- 143 **Vote:** 7-0 motion passed
- 144 Adjourn at 8:02 pm
- 145 Respectfully submitted,
- 146 JoAnna Arendarczyk