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**Sandown Planning Board  
Minutes  
October 2, 2012**

**Date:** October 2, 2012

**Place:** Sandown Town Hall

**Members Present:** Mark Traeger – Chair, Matt Russell – Vice Chair, Steve Meisner, Ed Mencis, Matthew Brown, James Devine - Ex-Officio, James Carroll

**Members Absent:** Ernie Brown

**Also Present:** Andrea Cairns – Recording Secretary, Steve Keach – Town Engineer

**Opening:** Mr. Traeger opened the meeting at 6:58 p.m.

Members discussed the new law changes regarding impact fees and that the Board of Selectman is following up.

**Approval of 9/18/12 Minutes**

**MOTION:** Mr. Mencis made a motion to approve the 9/18/12 minutes as written. Mr. Russell seconded the motion. Members voted in favor. Mr. Traeger abstained.

Matthew Brown joined the meeting.

**Correspondence**

Members discussed the LGC Conferences. Mr. Mencis would like to attend.

Mr. Keach joined the meeting.

Mr. Traeger noted that DES has grant money available. The town could apply to get funding for Showell Pond to address the cyanobacteria bloom. The grant could fund a study of the area around the pond to look for best management practices that could be implemented to reduce stormwater runoff that gets into the pond. Mr. Traeger suggested that he could bring it to the Conservation Commission if the Planning Board wasn't interested.

Mr. Mencis questioned how many acres the pond was. Mr. Traeger thought it was under 10, so it was likely the town's responsibility. Mr. Mencis asked if the town did get the grant, would there be any money to follow through with the results of the study. Mr. Traeger suggested they ask for money to do the study and for the follow-through. Mr. Keach noted that it could fall more under Conservation since it was addressing wetlands. Mr. Mencis suggested joining forces with the Conservation Commission.

Mr. Meisner noted that Showell Pond does run into Phillips Pond, where the town beach is. The beach has been closed over the years due to cyanobacteria, so the study could be beneficial for the entire town.

46 Mr. Traeger will present the idea to the Conservation Commission and start working on  
47 the grant process. He noted that November 10<sup>th</sup> is the due date for the application.

48

49 Mr. Mencis asked how much the Board would be asking for. Mr. Traeger stated that there  
50 is someone on DES who is running the grant program who would be willing to come to  
51 the pond and help guide them on how much to ask for.

52

53 Mr. Traeger noted that the Board received notification from RPC that the dues for next  
54 year are going to be \$5,651.00, up about \$90 from last year.

55

56 Mr. Traeger noted that the Board is going to get a grant for \$1,500 from RPC; they have  
57 \$1,500 in the grant line item so they could double that money.

58

59 Mr. Russell noted that he has always been supportive of RPC, but recently learned that  
60 they do a lot of lobbying in Concord which may or may not be advantageous to Sandown.  
61 He noted concern that the town is paying for services, but they may be using that money  
62 to lobby on issues that may not be on Sandown's behalf. He felt they need to  
63 communicate better with the towns as to what they are lobbying for and the town needs to  
64 make sure what they are doing, is in the best interest of Sandown.

65

66 Mr. Carroll asked what services RPC provides. Mr. Traeger and Mr. Russell explained  
67 RPC's role.

68

69 Mr. Russell asked if they publish a report of what they lobby for, Mr. Traeger noted he  
70 would send them that report.

71

72 Mr. Traeger noted there were open seats on the various committees and encouraged  
73 others to join and attend their meetings.

74

75 The Board received notification that it was time to order the Zoning Ordinance Books  
76 through RPC. He suggested members let Ms. Cairns know if they wanted an updated  
77 copy.

78

79 The Board received a legal notice from the Danville Planning Board.

80

81 The Board received inspection reports from Keach Nordstrom, Inc. Mr. Keach noted that  
82 Phillips Pond was top coated. Ms. Cairns informed the Board Mr. Villella asked to get on  
83 the agenda for the next meeting for road approval and bond reduction.

84

85 The Board received a letter from the Governor's Commission on a change to RSA 51-  
86 A:39 regarding disability.

87

88 The Board received a schedule for the March Ballot in regards to warrant articles.

89

#### 90 **Review Mylars for KDRM**

91 Mr. Keach noted that he reviewed his letter at the last meeting which stated the only  
92 condition left to fulfill was receipt of the bond. Ms. Cairns confirmed that they Board had

93 not yet received that. Mr. Keach felt the plans were in order to sign and Ms. Cairns could  
94 hold off on recording them until the bond was received.

95  
96 The Board decided to hold off on signing the mylars until the funds were received.

97  
98 Mr. Russell questioned the work to be done at both ends of the road. Mr. Keach clarified  
99 where it was indicated on the plans as well as the road improvements to Wilkele Road.

100  
101 Mr. Russell asked Mr. Keach about how to clean-up the end of Wilkele Road that bisects  
102 the recreation trail, because that area has deteriorated. Mr. Keach explained that part of  
103 the shoulder construction will be reworked as well as the apron near the trail. He noted it  
104 was deteriorated because dirt bikes have gone around the gate and expanded the trail and  
105 the materials that are there are not sufficient for that kind of use.

106  
107 Mr. Carroll asked what the bond was for. Mr. Traeger and Mr. Keach explained the  
108 process.

109  
110 **Review Petition for Phillips Pond Estates**

111 Members reviewed the document that was sent by Attorney Gorrow.

112  
113 Mr. Traeger noted he tried to call Mr. Holmes, but was unable to find a working phone  
114 number for him.

115  
116 Mr. Mencis will sign the document.

117  
118 Mr. Russell asked what the contingency plan would be if the court didn't side with the  
119 Planning Board. Mr. Keach noted that legally there is nothing else they could do.

120  
121 Mr. Mencis asked if there was an emergency situation, could the fire department get  
122 water. Mr. Keach noted that legally they could, but the reason for the easement is so the  
123 road can get improved so the fire trucks could get to the water.

124  
125 Mr. Meisner asked if the town would be responsible for plowing the area in the winter.  
126 No one knew the answer to that.

127  
128 Members discussed how to avoid this situation in the future, noting that in the future, it  
129 will be important to have good communication among all involved departments,  
130 including the fire department and the building inspector.

131  
132 The Board was happy with the final document and noted it was ready for Mr. Mencis to  
133 sign it.

134  
135 **Review of Planning Board Budget**

136 Mr. Traeger met with the Selectmen, and they were happy with the budget put forward.  
137 He noted that the hearing with the budget committee is on October 10<sup>th</sup>, and he would not  
138 be able to make that meeting. Mr. Mencis said he would be willing to attend that meeting.

139

140 The Board discussed the payroll line item which was significantly reduced. Ms. Cairns  
141 noted there was no padding, the figure was based on the hours she currently works, so if  
142 they ever get busier and want her work additional hours, there is no room left for that in  
143 the proposed budget. Mr. Russell questioned if the Board should include some additional  
144 hours for payroll since the Board is relying on Ms. Cairns to do more.

145  
146 Mr. Mencis suggested making the line item an even \$15,000.

147  
148 Mr. Meisner questioned if they could change the budget since they already met with the  
149 Selectmen. Mr. Traeger and Mr. Mencis felt they could as long as the Selectmen were  
150 notified.

151  
152 Mr. Meisner questioned if there should be money added to the master plan line item. Mr.  
153 Traeger explained that the grant money they were receiving would be sufficient to finish  
154 that work.

155  
156 Mr. Mencis and Mr. Russell agreed that they should go back to the Selectman to add  
157 money back into payroll. Mr. Traeger will follow-up with Ms. Blaisdell to see if they  
158 could get on the Selectmen's agenda.

159  
160 Mr. Keach noted that if the Board used the additional payroll money because of an  
161 increase in development, they will have more revenue to cover it.

162  
163 **Other Business**

164 Mr. Traeger handed out the NH Homeowner's Guide to Stormwater Management. He  
165 spoke about the wetlands setback ordinance they tried to pass a few years ago. He wanted  
166 to address that ordinance again and try to change some of the language to try and get that  
167 passed. He spoke about possibly adding in language to grandfather people with existing  
168 houses and have the ordinance effect only new houses to be built.

169  
170 Mr. Traeger and Mr. Keach can work on the old ordinance to recraft the language and  
171 send that out for everyone's review.

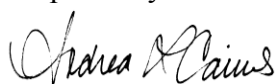
172  
173 **Schedule**

174 Mr. Traeger noted that he is traveling a lot for work and if the Board wanted to elect a  
175 new Chair, he would be ok with that. Mr. Mencis suggested that he stay on until March.  
176 Mr. Traeger agreed to that but noted that if his schedule became a problem, to let him  
177 know.

178  
179 **Adjournment**

180 Mr. Mencis made a motion to adjourn. Mr. Russell seconded the motion. The Board  
181 voted unanimously in the affirmative. MEETING ADJOURNED AT 8:42 p.m.

182  
183 Respectfully submitted,

184 

185 Andrea Cairns, Recording Secretary