

1 Sandown Planning Board
2 Minutes
3 November 20, 2018
4

5 **Date:** November 20, 2018

6 **Place:** Sandown Town Hall

7 **Members Present:** Ernie Brown- Chairman, John White- Vice Chair, Ed Mencis-
8 Secretary Steve Meisner, Tricia Edris-Alternate, Bruce Cleveland- Ex-Officio

9
10 **Members Absent,** Mark Traeger – *Alternate*, Matthew Russell – *Alternate*, Steve Keach-
11 *Town Engineer*, Doug Martin

12 **Also, Present:** Melyssa Tapley- *Administrative Assistant*
13

14 **Opening:** Mr. Brown opened the meeting at 7:02 p.m.

15 Mr. Brown led the pledge of allegiance.

16 Mr. Brown performed the roll call.
17

18 Mr. Brown appoints Ms. Edris as a voting member in Mr. Martins place
19

20 **Review of the 10/16/2018 Minutes**

21 **MOTION:** Mr. White made a motion to approve the 10/16/18 minutes as amended. Mr.
22 Meisner second the motion. All in favor. The motion passed.

- 23 • Amendments- Lines 54 and 56 change Mr. Meisner too Mr. Martin
24

25 **Correspondence**

- 26 • **Letter from Pentucket Bank stating they released the partial amount from**
27 **CMS Sullivan’s Irrevocable Letter of Credit.**
- 28 • **November/December issue of New Hampshire Town and City Magazine**
29

30 **2019 Budget**

31 The Planning Board voted to keep the Payroll line as 12,704, the Consulting /Engineering
32 will stay the same at 1,500, Legal line item will stay at 1,000, Grant Applications will
33 change from 2,000 to 1,500, the Ads line item will change from 1,500 to 2,000,Dues will
34 stay at 6,500, Supplies will stay at 250, Mileage will stay at 150, and Education Line item
35 will stay at 250 for the 2019 Budget. The gross expenses will stay at 25,854, Revenue
36 will go from 3,000 to 2,000and Net Expenses will go from 22,854 to 23,854.
37

38 **Heritage Commission Member**

39 The Heritage Commission is a new Commission in Town and they are looking to have a
40 Planning Board Member also be on the Heritage Commission in accordance with RSA
41 673:4-a II. “Each heritage commission member shall be a resident of the city or town
42 which establishes the commission. One commission member shall be a member of the
43 local governing body. One commission member may be a member of the Planning
44 Board.” Mr. Meisner mentioned maybe having one of the Heritage Commission
45 Members be an alternate on the Planning Board. Ms. Tapley will get in Contact with the

46 Chair of the Heritage Commission and ask if one of their members will be an alternate on
47 the Planning Board.

48

49 **Ed Mencis joins the meeting at 7:35p.m.**

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51 **Capital Improvement Plan**

52 Mr. White has already been in contact with the department heads from the DPW, Library,
53 Police and Fire and let the Board know what each of those departments would like to
54 have on the CIP. Mr. White contacted Deb Brown from Recreation, Chris Donnellan
55 from cable and Carol Bassett from the Cemetery Commission.

56 The Rec Department is looking into having a Babe Ruth field and a covered Pavilion to
57 be placed by the Rec Building. Rec would also like to see about redoing the basement of
58 the Rec building as more usable space, and to expand the parking lot at Miller Field.

59 Cable would like to have some studio space. To give them more options for filming
60 different things that can be put on Channel 17. Cemetery didn't have much as they will
61 be putting in a Warrant Article for more space for the Cemetery by Central School. Mr.
62 White is still looking into getting in touch with Conservation. Mr. White will also talk to
63 the Heritage Commission to see if they have anything they may not right now as they are
64 a new Commission.

65

66 **New Business**

67 Mr. Brown mentioned he was in contact with Steve Keach the Towns Engineer about an
68 Illicit Discharge and Connection Ordinance. Mr. Keach will write up a Warrant Article for
69 the Board to review and then go through the Public Hearing Process and get the Article
70 placed on the ballot.

71

72 **Public Announcement**

73 **Mr. Mencis and the Planning Board would like to wish everyone a Happy**
74 **Thanksgiving! The Tree Lighting Ceremony will be held November 30th!**

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76 **Adjournment**

77 Mr. Mencis made a motion to adjourn. Mr. White second the motion. All in favor. The
78 motion passed. Meeting ADJOURNED.

79

80 Respectfully Submitted,

81

82 Melyssa Tapley

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