

1 **TOWN OF SUNAPEE**

2 **PLANNING BOARD**

3 **APRIL 6, 2017**

4 **PRESENT:** Peter White, Chair; Donna Davis Larrow, Vice Chair; Joseph Butler; Richard Osborne; Randy
5 Clark; Shane Hastings, ex-officio member; Michael Marquise, Planner

6 **ABSENT:** Joseph Furlong

7 **See attached sign in sheet**

8 Chairman White called the meeting to order at 7:00 pm.

9 Chairman White appointed Mr. Clark to sit for Mr. Furlong.

10 Chairman White said that there are new Zoning Ordinance books.

11 Chairman White asked and there were no disqualifications for the meeting.

12 Chairman White explained that the meeting is being live streamed the recording starts automatically at
13 7:00 and ends at 11:00. People can watch the meeting live or can watch it another time.

14 **PARCEL ID: 0148-0025-0000 & PARCEL ID: 0148-0024-0000 & PARCEL ID: 0148-0023-0000 & PARCEL**
15 **ID: 0149-0013-0000: SUBDIVISION / LOT LIKE ADJUSTMENT FOUR (4) ANNEXATIONS. 7**
16 **MORNINGSIDE DR, LANCE & CHRISTINA HARBOUR.**

17 Chairman White asked and Mr. Marquise said that this case is not a continuance, it is a new case.

18 Mr. Marquise said that abutters were notified, notices were posted, the application was filed in
19 advance, and fees were paid. The application falls under Section 6.05-b of the Subdivision Regulations
20 and he thinks that all the items were provided for the previous hearing. Mr. Marquise said that he
21 believes that the application is complete. Chairman White asked and none of the Board members had
22 any questions regarding the completeness of the application.

23 Mr. Osborne made a motion to accept the application as complete. Mr. Butler seconded the motion.
24 The motion passed with five in favor and one abstention.

25 Lance Harbour and Clayton Platt presented the merits of the case.

26 Mr. Harbour explained that initially there was going to be three parties involved in the annexation but
27 once the survey was completed it was realized that his property would not have access to Hamel Rd if
28 they did the subdivision / annexation. They began to work with the former owners of Café Andre, which
29 is now Mountain View Tavern. The property was sold to the current owners during the process and they
30 have now sold them their part of the property at the end of the driveway in order to comply with the
31 conditions put on by the Planning and Zoning Boards. Mr. Harbour showed the area he purchased from
32 the owners of Mountain View Tavern on the Plan.

33 Chairman White asked about the green and blue areas on the Plan. Mr. Harbour explained that those
34 areas are the pieces of their property that is former railroad land that they are subdividing and annexing
35 to their neighbor's properties in order to help them be more compliant as they are landlocked. Mr. Platt
36 said that they were landlocked by deed.

37 Mr. Harbour said that their previous neighbor had a deed done that made it appear as though they
38 owned the piece of the property in front of their house, as well as a part of Mr. Harbour's driveway and
39 then sold the property like that. The survey has shown that this was not correct. Mr. Harbour said that
40 he found out about the issue when the new owners told him that they were tearing down a brick wall
41 and building a garage.

42 Mr. Butler asked and Mr. Harbour showed the new access to the neighboring properties on the plan

43 There was further discussion regarding the plan and the areas that are going to be subdivided /
44 annexed.

45 Chairman White asked and Mr. Harbour explained that the Planning Board had given conditional
46 approval of the plan two years ago based on his property having access to Hamel Rd. Then the
47 Mountain View Tavern property owner issues caused a delay. Mr. Marquise asked and Mr. Harbour said
48 that he received approval from the Planning Board at the March 2017 meeting.

49 Chairman White asked and no one in the audience nor any Board members had any questions for the
50 applicant. Chairman White closed the meeting to public input.

51 Mr. Osborne made a motion to approve the subdivision / lot line adjustment of four annexations for 7
52 Morningside Dr, Lance and Christina Harbour, Parcel ID: 0148-0025-0000, Parcel ID: 0148-0024-0000,
53 Parcel ID: 0148-0023-0000 and Parcel ID: 0149-0013-0000. Mr. Clark seconded the motion. The
54 motion passed unanimously.

55 **PARCEL ID: 0235-0092-0000: SUBDIVISION / LOT LINE ADJUSTMENT NINE (9) LOTS IN FIRST PHASE.**
56 **EDGEMONT RD, LYNNE BELL.**

57 Chairman White explained the process of accepting an application as complete and then moving on to
58 the merits of a case. After an application is accepted as complete, the Board has 65 days to make a
59 decision, which can be extended by mutual agreement.

60 Mr. Marquise said that the application was filed in advance, fees were paid, abutters were notified, and
61 notices were posted. The application falls under Section 6.04 of the Subdivision Regulations and is a
62 major subdivision so there are no applicable waivers. Mr. Marquise said that he believes all the
63 components are on the plan. He does believe that there are some extra components that apply that
64 should be addressed in the merits including: street names; plans and widths of streets; drainage; open
65 space; easements; soil tests and soil units; and road profiles. Mr. Marquise said that he believes the
66 application is complete but those items will need to be discussed.

67 Vice Chair Larrow made a motion to accept the application as complete for subdivision / lot line
68 adjustment, nine lots in the first phase, Edgemont Rd, Lynne Bell for Parcel ID: 0235-0092-0000 with
69 discussion of the following: drainage of structures, open space, location of existing and proposed

70 easement, soil mapping units and units, soil test information, road profiles, proposed street names,
71 street widths, and plan on work of existing streets. Mr. Osborne seconded the motion. The motion
72 passed unanimously.

73 Jason Bell presented the merits of the case.

74 Chairman White asked and Mr. Bell confirmed that the Planning Board had a brief consultation with him
75 regarding this proposed plan at a previous meeting. Mr. Bell said that the plan has changed slightly. The
76 road for Phase One was extended to meet the requirement of having an acre of usable land with the 2/3
77 rule as there were some lots that were close. They extended the road to get more road frontage for
78 Lots Four, Five, and Six to make sure the lots would be in compliance.

79 Chairman White asked and Mr. Bell confirmed that the proposal is for nine lots with one 30.7 acre lot
80 remaining out of the subdivision.

81 Vice Chair Larrow asked about the wetlands on the lot. Mr. Bell said that they are dealing with NH
82 Department of Transportation (DOT) and NH Department of Environmental Services (DES) to get an
83 Alteration of Terrain (AoT) Permit and a Wetland Crossing Permit to get across the two wetland areas
84 from 103B. The Wetlands Board wants the AoT Permit and DOT wants the Wetlands Permit, so they
85 want everything from each other at the same time. They have recently received letters from both
86 entities and have responded. To finish the AoT Permit they need to do test pits for the State Subdivision
87 Permit as well as for some detention areas. They need to get into the property with equipment to cut
88 some house sites to do the test pits and detention areas. It does not look as though the AoT Permit will
89 be necessary for the first Phase as it should be under 100,000 sq ft of disturbance but it will be
90 necessary once they get into Phase Two but the issue is that they want to see everything done now.
91 Their engineer's thought is to do Phase One and plan out Phase Two in order to do the AoT Permit.
92 They need to get through the wetlands to finalize all the permits.

93 Chairman White asked about the rectangles with hatches shown on the plan and Mr. Bell explained that
94 they are proposed leech field areas.

95 Mr. Butler asked and Mr. Platt said that they have not had any testing on the site except for the soil
96 scientist.

97 Chairman White said that the soil scientist identified some areas of slope and asked if there are any
98 areas are designated on the plan. Mr. Platt said that there is a soil map and they submitted one copy of
99 it with the application. Chairman White asked if there are any steep slopes identified on the plan. Mr.
100 Bell said that there is a map that shows the topography and that there may be some steep slopes on the
101 backside of Lot Nine. The upper lots might have steep slopes but they don't know yet. With the new
102 AoT Permit criteria it is difficult because there is a lot of back and forth with the State. There was
103 further discussion regarding possible steep slopes.

104 Mr. Butler asked about the wetlands. Mr. Bell said that DOT wants to see the Wetlands Permit, and the
105 Wetlands Permit is taking some time. DES has asked if there is another way to go in but there is not as
106 they need to keep sight distances and such. The engineer responded to this request last week. DOT
107 wants to see the Wetlands Permit as well as the drainage and all the road designs for the whole project,
108 which they do not have. Mr. Butler asked if they can flag the property or if they want everything laid

109 out. Mr. Bell said that they wanted to see finished road materials on the plan. They will be building the
110 roads according to the Town's specifications and there are some other requirements, the biggest issue is
111 that they want to see the Wetlands Permit before issuing the DOT access. Those two things are what is
112 holding them up and Mr. Bell continued that they are hoping on a conditional approval to be able to
113 finish the last of the work on the permit.

114 Chairman White asked if they could slide the access down to where the pile on the property is located.
115 Mr. Bell said that the square footage of disturbance would increase. The curve radius and such would
116 be too tight to meet the Road Agent's needs.

117 Mr. Butler asked and Mr. Marquise said that the wetlands issue needs to be determined by the
118 Wetlands Board. Mr. Butler said that if they damage the wetlands they will have to reclamate them.
119 There was further discussion regarding the wetlands.

120 Mr. Marquise said that the Board can ask for up to 15% of the land area to be set aside for open space;
121 sometimes it makes sense but other times it does not make sense to leave a piece of land untaxed and
122 unused. Chairman White asked and Mr. Marquise said that Van Webb, the Chair of the Conservation
123 Committee has seen the plan for the wetlands crossing and he did not bring anything up at the peer
124 review meeting. The Board can ask Conservation if there is any land that they would be interested in
125 but he doesn't know if there is any value in any of the land for Conservation. Mr. Bell said that there is
126 an area by the intersection that they've discussed having as open space / Town land in order to have a
127 fire cistern area there as well. They have discussed the area being seven acres, which is 15% of the
128 whole property.

129 Chairman White asked and Mr. Bell said that there are not any old roads, paths, or trails that go through
130 the property. Mr. Bell said that they went through the property about 10 – 15 years ago and he does
131 not remember seeing anything like that.

132 Mr. Butler asked about the black areas on one of the soil maps and Mr. Bell said that he has not seen the
133 map. Chairman White said that they did make a note in the soil report of ledge sticking out in some
134 areas as they thought would look good aesthetically.

135 Mr. Marquise said that there were a couple of comments from the peer review. One question was if the
136 circle on the end of the road will be adequate for a turn around. Mr. Marquise continued that he thinks
137 that the requirement is 100 ft and the plan shows 90 ft. Mr. Bell said that 90 ft is the radius, so the circle
138 will be 180 ft wide. Mr. Marquise said that he believes that the requirement is 100 ft radius. There
139 were some concerns with the turn from both the Fire and Highway Departments.

140 Mr. Marquise said that another concern that was brought up was the access to Lot Two. Lot One looks
141 to be coming in off of 103B and Lot Two looks to come off the new road. Based on where the wetlands
142 are it looks to be close to where 103B is and typically they like some more separation.

143 Mr. Marquise said that regarding the road, the Board will need the profiles and the details of what kinds
144 of materials will be used. The Highway Director will also want to review what will be happening there.
145 They need to have to come to an agreement of what the review will entail and who will do it. Mr. Bell
146 said that he thinks it will be beneficial to have the Highway Director or someone else to do inspections
147 periodically to make sure that the materials going into each layer are acceptable.

148 Chairman White asked if the road will require any retention walls. Mr. Bell said that he does not believe
149 that it will as the area the road will go on is all fairly flat. They might need something along the wetlands
150 area to decrease the amount of fill needed. Mr. Marquise said that the profile does not look as though
151 there will be any issues.

152 Mr. Marquise said that the Fire Chief would like a fire cistern or hydrant and Mr. Bell will want to work
153 with him on that. Mr. Bell said that he has met with the Fire Chief and knows that has to be worked out.
154 Mr. Osborne asked and Mr. Bell said that he does not know the size the cistern will have to be, it will
155 need to be developed by the engineer and Mr. Bell has spoken to him about it.

156 Chairman White opened the meeting to public input.

157 Brian Mathiesen said that this project is directly across the road from his property. He would like to see
158 a map of the access points; right next to his property is a big culvert. Mr. Bell explained the access on
159 the plan and that it will be a 22 ft wide travel surface as it is over 15 lots this needs to be amended on
160 the plan. The disturbance could be up to 50 ft, but he does not think that it will be that much. They are
161 planning on leaving as much of a buffer as they can on all of it. Mr. Mathiesen said that the State
162 requires 400 ft of visible clearance each way and he does not think that they have it for one of the
163 accesses. There was further discussion regarding this issue.

164 Mr. Mathiesen asked if there is going to be an area that is protected as there is a big swamp. Chairman
165 White said that there is a big area identified on the map. Mr. Mathiesen said that he wants to make
166 sure that everything is done properly with the wetlands. Mr. Bell said that they have applied for all the
167 necessary permits. Mr. Bell said that they have tried to pick the path of least resistance to get through
168 the wetlands.

169 Mr. Mathiesen asked and Mr. Bell explained the steep slope requirements and lot size requirements
170 that they need to meet.

171 There was another discussion regarding the sight line distances as Mr. Mathiesen is concerned with the
172 sight line coming from Sunapee and the speed that cars travel.

173 Nancy Staszkiwicz said that she would like to talk about Tax Map 235 Lot 91. She is concerned about
174 Phase Two and dredge filled wetlands because it is all wetlands. If the applicants go to the back of their
175 property where there are slopes, she is wondering if they clear cut what will happen to the rain and
176 snow coming down into those wetlands and raising the water and bringing it closer to her house. She
177 believes that at Bob Behren's house, which is across the street from her lot, there is a culvert that goes
178 under the road. Mr. Mathiesen said that Mr. Behren's pond feeds the swamp to the right of Ms.
179 Staszkiwicz's house.

180 Ms. Staszkiwicz asked if the lot is cut clear if there is a tree line that needs to be respected. Chairman
181 White said that there is nothing in the Regulations though there could be issues with steep slopes.
182 There was a discussion about steep slopes and erosion control measures as well as the AoT Permit and
183 detention areas. Chairman White said that all of these things will need to be looked at for the second
184 Phase.

185 Chairman White asked and there were no further questions or comments for Mr. Bell.

186 Chairman White asked if they could put in a bridge for crossing the wetlands. Mr. Bell said that it would
187 be a large bridge so they cannot do it.

188 Mr. Marquise asked if Mr. Bell would like to continue the case. Mr. Bell said that he would hope that by
189 the next meeting he will have answers from DOT and DES; if for some reason they will not have them he
190 will let the Board know before the next meeting.

191 Mr. Marquise summarized the outstanding issues: the Lot Two access needs to be addressed; they need
192 a road profile and cross sections, hopefully by the 26th; the sight distance issue, which is part of the DOT
193 Permit; the cistern issue; drainage, which is part of the AoT Permit; and a discussion about the open
194 space. Chairman White asked and Mr. Marquise confirmed that the cul de sac diameter also needs to
195 be addressed.

196 Mr. Butler asked when the sight line was discussed if the street cut was laid out. Mr. Bell confirmed that
197 everything was put in as part of the application; there is flagging hanging from trees and they referenced
198 the poles.

199 Mr. Marquise explained to the abutters that the case is continued to the next meeting and they will not
200 get a new notice for this Phase as long as they keep continuing the case.

201 Mr. Bell asked and Mr. Marquise said that the next meeting is May 4th. Mr. Bell asked and Mr. Marquise
202 said that he would like the road profiles by April 26th for the peer review meeting.

203 **CONSULTATION – BERNARD TOWNE, OFFICE COMPLEX.**

204 Chairman White explained that a consultation is an informal, non-binding discussion. They do not get
205 too deep into the details as the case has not been noticed. The Board will give some thoughts and input
206 but nothing is binding and nothing will be voted on.

207 Bernard Towne spoke with the Board about the office complex he would like to build. Mr. Towne
208 explained that the lot is off Lower Main St, across from the Methodist Church. It is currently owned by
209 the people who own Pizza Chef and at one point they were thinking about developing it into a
210 restaurant. Mr. Towne said that he has spoken with the owners of the lot about purchasing it and
211 building a small office building. He is a CPA and he currently practices out of a small office in Newport
212 but he'd like to move his office to Sunapee.

213 Mr. Towne said that the total proposed square footage is 2016 sq ft. It will be a two level building as the
214 lot is sloping so they would have a full walkout basement. There would be two entrances, one on the
215 lower level and the other on the main level. They have put together some sketches for the Board for
216 their review.

217 Mr. Butler asked and it was confirmed that there would be parking on the top level and the lower level.
218 He would have offices on both levels and would rent out the offices on the top level. Mr. Butler asked
219 and Chairman White confirmed that the lot is in the Village Commercial District so this would be
220 allowed.

221 Mr. Marquise said that the grades will need to be addressed because of the slopes and they will
222 probably require retaining walls. Mr. Marquise asked if Scott Hazelton has been consulted as he is not

223 sure if there will be an issue with the two driveway accesses. Mr. Towne said that he has not spoken to
224 him yet. Chairman White said that he thinks that the biggest challenge that the Pizza Chef owners had
225 was getting an area flat enough for parking. Chairman White said that in Sunapee after a retaining wall
226 gets over 42 inches high within the setbacks Zoning Variances are required.

227 Chairman White said that he thinks that it is a good plan as the Board likes to have businesses come into
228 Sunapee.

229 Mr. Osborne said that the retaining walls over 42 inches requires a Zoning Variance and they will need
230 to plan ahead a little more as it will require an extra meeting. There was further discussion regarding
231 retaining walls.

232 It was asked if it is permissible to access only one level of a building for handicap access and if they need
233 the second access to the top floor. Chairman White said that they could put an elevator in or an
234 outdoor ramp as long as the slopes are within code.

235 Mr. Butler asked and it was confirmed that the building will be a wood frame structure.

236 Mr. Butler asked if there will be signage and it was confirmed that they will have a sign somewhere but
237 probably not on the building. Chairman White said that there are regulations for the signs. Mr. Towne
238 asked and Mr. Marquise said that they will need to know where the sign will be located but they do not
239 need the details. Mr. Osborne said that the exterior lighting and the signage, including if the lighting for
240 the sign, should be on the plan.

241 Chairman White said that everything is spelled out in the Site Plan Regulations and Mr. Towne should
242 read them so he knows that needs to be considered.

243 Chairman White said that the plan is good but Mr. Towne should talk to an engineer as they may decide
244 to do a story and a half or something like that.

245 Mr. Butler said that Mr. Towne should talk to the abutters to make sure that they are on board with the
246 process.

247 Mr. Towne said that he is new to this process and is trying to understand the steps. Mr. Landry
248 recommended that he meet with the Planning Board to see if there were any big issues before making
249 an offer on the land. Chairman White explained that there are other regulations that are required for a
250 commercial building that the Board does not deal with; the Board looks at the Site Plan.

251 Mr. Osborne said that Mr. Towne might want to consult with the Fire Chief to see if he has any
252 concerns. Chairman White said that the Fire Chief will need to sign off before they occupy a commercial
253 building.

254 Mr. Towne said that the surveyor said that they may need a permit from the Department of
255 Environmental Services because of the proximity to the river. Chairman White explained that if they will
256 be within 250 ft of the high water mark of the Sugar River they will need a State Shoreland Permit. Mr.
257 Hastings asked and Chairman White said that it would also be needed for the parking lot. Chairman
258 White said that the Town has regulations on that as well.

259 Mr. Clark asked what the plans will be for the front and Mr. Towne said that it will just be grass. Mr.
260 Osborne said that during construction they will require silt fence and erosion control measures.

261 **MISCELLANEOUS**

262 Mr. Marquise said that everyone should have new Planning Board NH books as well as the new Zoning
263 Ordinance books. Everyone should also have the Site Plan Review Regulations and the Subdivision
264 Regulations books. Mr. Marquise said that he has been working on Amendments to the Site Plan and
265 Subdivision Regulations that he would like to get them done this year. The good thing is that they do
266 not have to be voted on, they just have to be approved by the Board in a noticed public hearing.

267 Mr. Marquise said that something that came up in the peer review meeting is when the Board approves
268 a subdivision they ask for a bond and it is usually for 110% of the costs which takes into account any
269 inflation or changes to the market. The problem is that a subdivision sometimes takes more than a year
270 and then the applicant has to go back to the Selectboard and get the bond reissued, usually for the same
271 price. The Department Heads discussed that if a bond needs to get reissued they would like to have an
272 additional 10% each year added to the bond amount because of the time lapse. Mr. Butler asked and
273 Mr. Marquise said that if the work is completed then the bond is released. Chairman White said that if
274 someone is close to the end of the process it might not be needed. Vice Chair Larrow asked how they
275 would inform the applicant and Mr. Marquise said that it can be part of the process. Mr. Butler asked
276 how something with two different phases works and Mr. Marquise said that the different phases would
277 require separate bonds. There was further discussion regarding this matter.

278 **APPOINTMENT**

279 Mr. Marquise said that the Board has a Certificate of Appointment for Mr. Clark that they need to sign.
280 Mr. Clark asked and it was explained that he will have to run next year if he wants to continue with the
281 position.

282 **MISCELLANEOUS**

283 Mr. Marquise said that only two Zoning Amendments did not pass, and one was regarding patios. Vice
284 Chair Larrow asked and Mr. Marquise said that they will continue with the Administrative Gloss and he is
285 not sure exactly how it works for patios. It will be the same way that the Zoning Administrator has
286 looked at it for the past number of years. They tried to make patios a minor structure, meaning it didn't
287 need a permit and they attempted to make it a structure, which would need a permit, and both Articles
288 failed. Mr. Clark said that it was too broad, it directly affected him as his little walkway needed a permit.
289 He thinks that it needs to be better defined. Vice Chair Larrow asked how someone knows if a permit is
290 needed for a patio or not. Chairman White said that people do not know. Patios never required a
291 permit and there has not been a change in the Ordinance. Mr. Landry is using Administrative Gloss,
292 which is a way of saying that he is making an administrative determination. Vice Chair Larrow asked and
293 Mr. Marquise said that Mr. Landry has spoken with the Town's attorney but he does not know what the
294 answer was.

295 Chairman White said that at the last meeting they discussed the Zoning Amendments and it sounded
296 like at the time that the Zoning Board did not know where most of them came from. At the Zoning
297 Board's August 11th meeting, the minutes state that they reviewed all the proposed Amendments. Mr.

329 Butler asked if Mr. Neuwirt was on the Zoning Board at that time as he said that they did not review
330 them. Vice Chair Larrow said that they were discussed before they were sent to the Planning Board and
331 asked if the Zoning Board knew which Amendments had been sent to them. Chairman White said that
332 they were discussed at the meeting and he does not want the Planning Board to think that the Zoning
333 Board did not talk about the Amendments. The implication was that the Zoning Administrator did not
334 discuss any of them but that was not the case. There was further discussion regarding this matter.

335 Mr. Clark asked and Chairman White said that he thinks that there will still be a meeting with the Zoning
336 Board. Chairman White said that it looks like they want to do a fairly comprehensive review of the
337 Ordinances and get everything together before coming to the Board. Vice Chair Larrow said that the
338 Zoning Board would like to have consensus before bringing their proposed Amendments to the Planning
339 Board. There was further discussion regarding this issue.

340 Chairman White said that as a Planning Board member it was hard to not be able to let people know
341 what the Board supported on the Warrant and what they didn't support and why. In the local
342 newspaper, the New London Planning Board requested support for Zoning Amendments. There has to
343 be some level where Planning Boards can support something and it would be nice to get it cleared up.
344 There was further discussion regarding this matter and having Town counsel meet with the Boards to
345 discuss questions like this.

346 Mr. Butler asked if it is mandatory for Mr. Landry to go to the Zoning meetings. Mr. Marquise said that
347 he does not know; when he was Zoning Administrator he went to the meetings. There are positive and
348 negatives as a Zoning Administrator works on the administrative side while the Zoning Board works on
349 the judicial side. Many times there is confliction as to what the roles are. Vice Chair Larrow said that
350 the problem with Mr. Landry not being at meetings is that if he has told someone something it is nice to
351 know the thought process and his perspective on cases. If Mr. Landry is not going to attend it would be
352 nice to have documentation in the packets to explain his thoughts on the cases.

353 Mr. Marquise said that the petitioned Zoning Article was voted down. Use Zoning was put into place in
354 2000 and he does think that there is some value in looking at the Rural Residential Zone and the Mixed
355 Use Zone and maybe having a separate Mixed Use area that would have some more uses but not as high
356 density and then changing some exceptions in the Rural Residential Zone so it is not as generous.
357 Chairman White said that some uses would be acceptable via Special Exception but the Board does not
358 want ½ acre lots or high density. Mr. Butler said it was a shock to him to have a proposal come in to
359 have 11 miles of road be changed. It does not make sense with the Master Plan that it can happen. Mr.
360 Clark asked and Mr. Marquise said that he will put together some ideas for when they discuss Zoning
361 Amendments. Chairman White said that it would be good to have some public input. There was further
362 discussion regarding this matter.

363 Mr. Marquise gave the Board an update on the Route 11 project. Upper Valley / Lake Sunapee Regional
364 Planning Commission has worked with DOT to cover the funds for everything they want to do. The
365 \$5,000 that the Town put up for the engineer will be part of those funds. Selectmen Gottling also found
366 a program through the UNH Extension called the "First Impressions Program" which takes two towns
367 that are somewhat similar and people from the two towns visit a section of each town and give their
368 impressions. The Extension then puts together a report of the whole area and it can be used for this
369 project as well as for the Master Plan. Mr. Marquise continued that they have completed the

339 application for this program. There is a \$2,500 fee for the program but they are not paying out the
340 \$5,000 so there is money in the budget to pay for it. Mr. Osborne said that the Rec Department and the
341 School are also trying to tie in some projects into the Route 11 project. There was further discussion
342 about these projects.

343 **ELECTION OF OFFICERS**

344 Mr. Marquise asked about the election of officers. Chairman White said that he likes to do election of
345 officers when the whole Board is present and Mr. Furlong was not able to attend the meeting. The
346 Board members were in favor of electing officers.

347 Mr. Osborne made a motion to nominate the current slate. Mr. Hastings seconded the motion. Mr.
348 Marquise explained that the current slate is Peter White as the Chair and Donna Larrow as the Vice
349 Chair. The motion passed unanimously.

350 Changes to the Planning Board minutes from January 5, 2017:

351 Mr. Hastings made a motion to approve the minutes from January 5th. Mr. Butler seconded the motion.
352 The motion passed unanimously.

353 Changes to the Planning Board minutes from January 19, 2017: Change Line 36 to read "...cleaners, day
354 cares, light industries..." Change Line 336 to read "Mr. Clark said that he is concerned..."

355 Mr. Clark made a motion to accept the meeting minutes from January 19th with corrections. Mr. Butler
356 seconded the motion. The motion passed unanimously.

357 Changes to the Planning Board minutes from March 2, 2017: Change Line 4 to read "...Joseph Butler;
358 Randy Clark;..." Correct "Mr. Clarke" to "Mr. Clark" throughout the minutes. Change Line 195 to read
359 "...there was a discussion with..." Change Line 319 to read "Chairman White said that it is what it is. The
360 issue is that people..."

361 Mr. Butler made a motion to approve the March 2nd meeting minutes. Mr. Clark seconded the motion.
362 The motion passed unanimously.

363 **MYLAR**

364 The Board signed the Harbour Mylar.

365 Mr. Osborne made a motion to adjourn the meeting at 9:03 pm. Mr. Butler seconded the motion. The
366 motion passed unanimously.

367 Respectfully submitted,

368 Melissa Pollari

369

370 Planning Board

371

372	Peter White,	Chairman	Donna Davis Larrow, Vice Chair
373	_____		_____
374	Richard	Osborne	Joseph Butler
375	_____		_____
376	Joseph Furlong		Randy Clark
377	_____		_____
378	Shane Hastings, ex-officio	member	Suzanne Gottling, ex-officio alternate member