

Washington Planning Board  
Meeting – January 3, 2012

- 0.0 Assembly: 6:30PM
  - 0.1 Members present:  
Cook, Marshall, Schwartz, Chute
  - 0.2 Alternates present:  
Terani
  - 0.3 Members and Alternates Absent: Crandall, Dagesse  
and Kluk
  - 0.4 Visitors: None
  - 0.5 Public Hearing on changes to the LUO and Site Plan  
Review Regulations in regard to the Cottage Industry/Minor  
Home Occupations sections preceded the regular meeting.

Cook called the meeting to order at 7PM. Marshall made a motion for Terani to sit in for Crandall, Schwartz seconded, all voted in favor.

- 1.0 Minutes: December 6<sup>th</sup> meeting and public hearing. Marshall motioned to approve the public hearing minutes and meeting minutes, Schwartz seconded and all voted in favor.
- 2.0 Driveway permits: None
- 3.0 Mergers: None
- 4.0 Old Business:
  - 4.1 Planning for town buildings and energy projects for town buildings:  
Schwartz said she had spoken to Kluk after the last meeting and Kluk suggested that she form a subcommittee with Chute and Terani to work on a consolidated progress report and status for all the town buildings. They would use the Task Force report, which identified many problems and needs and the energy audits, which identified other projects. This would not start until

she gets back from her trip, in a few months. Terani asked if it would be OK for them to call in people to consult or interview during the process. His thought was that they would be helpful in clarifying things if questions came up. He thinks that their focus will be to come up with a list of priorities, ideas and perhaps an action list for the town buildings. Chute said that he thought they should talk to outside people only after all the information is gathered from the report documents. Terani asked if they should come up with new items for the CIP. Schwartz said that would be a good outcome. Marshall wanted to know if they were just bringing back the Task Force and Terani said they were not. Schwartz suggested that once they start they could be on the meeting agenda and report to the board once a month. When asked about a time line for this committee's work Schwartz suggested they aim to be done by fall so that when the CIP process starts we could include some projects for next year. We all agreed that we will wait for Kluk to return to nail down exactly what they will focus on as a working committee.

#### 4.2 Business Permits:

Mike Morin's business permit and application for an exemption to the Site Plan Review Regulations was tabled last month to gather some more information on his business. Marshall checked to see if Morin had outdoor storage and he did not. This means he meets the criteria for a home business or cottage industry. Tom made a motion to approve his application for exemption, Chute seconded and all voted in favor. Cook signed his application for exemption.

#### 4.3 Cell Tower:

No news. We received notice that SBA had signed an Option and Land Lease for a cell tower site with McNeil's on Old Marlow Road (see item 6.4). They have not approached us about it yet and we have no details.

#### 4.4 Subdivision regulations update:

We talked about setting a working meeting to work on the changes to the subdivision regulations and decided to wait until after town meeting to focus on this and work on it further.

### 5.0 New Business:

#### 5.1 Aubrey/Dwyer escrow account:

We were notified recently by the treasurer Lynda Roy that TD Bank wants this inactive escrow account closed. Cook spoke about the establishment of the account in 1993 and Schwartz reported that she researched the minutes and spoke about the purpose of the account. There are some left over funds that have been sitting in the account for many years. Chute made a motion to close the account and return the money to the general fund, Marshall seconded and all voted in favor. Schwartz will write a letter for Lynda stating our decision so she can close the account with TD Bank.

#### 5.2 Town owned lots/abutter sales:

Terani had asked about the status of the Town owned lots/abutter sales. Dagesse had provided Schwartz with a list of properties sold which she shared with the board. There were 13 properties sold so far, 5 in LAE. Terani asked how people were noticed for the sale. Marshall said that abutters received certified/registered letters and open bid properties were noticed in the local paper and 2 other locations in town that bid packages were available at Town Hall. Marshall said that the Selectmen were very pleased with the whole evaluation process and a report will be included in the town report. He expressed his thanks for all the important work done jointly by the Planning Board, Conservation Commission and Assessors on this project.

#### 5.3 Community Garden:

Chute asked if the emergency rescue helicopter landing site was still moving to Camp Morgan as he had been told last summer. The current site (behind the church) is right next to the community garden which gets damaged by the rotorwash . Marshall said that the Selectmen were in agreement that the ball field at Camp Morgan was a better location, but the change had not yet been made. He will bring it up again with the Selectmen.

#### 5.4 Public Hearings:

Chute asked why the planning board holds two public hearings on every issue when state RSAs only call for one. Schwartz and Marshall said that this is the way we do it and that it provides more public input, to which Chute agreed. The RSAs call for a second hearing anytime there are changes made to language in the ordinance. Terani asked about noticing for hearings and Marshall said they are noticed in the Villager and in the Town Hall and Post Office. He said that our hearings are not well attended and maybe people are not aware that they are scheduled. Chute agreed with Terani that anything the Town can do to better inform residents about planning board hearings and other public events would be an improvement. Schwartz mentioned that the moderator usually gives us a little time before town meeting to let people know what is on our separate ballot and this is helpful. Marshall offered to ask Michelle to add a line in the Selectmen's minutes calendar to clarify what any scheduled hearing is about.

#### 6.0 Communications:

- 6.1 Notice of intent to cut, Bill Kraus, East Washington Road, TM 13-6
- 6.2 Notice of intent to cut, Pillsbury State Park, Rt. 31 N., TM 04-6
- 6.3 NH Division of Historic Resources, project review report for Mill Street culvert project
- 6.4 Copy of Option and Land Lease for Cell tower for

McNeil, Old Marlow Road

7.0 Meeting date for next Planning Board meeting, February 7, 2012, at 6:30PM, a second public hearing on the changes to the LUO and Site Plan Review Regulations in regard to the Cottage Industry/ Minor Home Occupations sections will precede the meeting starting at 6:30PM. The public is encouraged to attend.

8.0 Adjournment: 7:50PM  
Chute motioned to adjourn, Schwartz seconded, all voted in favor.

Respectfully submitted,  
Nan Schwartz