

Washington Planning Board

Meeting Minutes - DRAFT

December 1, 2015

0.0 Assembly: 6:30PM

0.1 Members present: Crandall, Schwartz

0.2 Alternates present: Dulac, Kluk, Terani

0.3 Members and Alternates Absent: Marshall, Cook, Dagesse, Russell, Hatch

0.4 Visitors: None

Crandall motioned to have Dulac to sit for Cook and Terani sit in for Dagesse, Schwartz seconded the motion and all voted in favor. Crandall said that we received a resignation letter from Lynn Cook. He spoke of her many years of service on the board and as Board Chair with gratitude. He made a motion to have Jean Kluk take her place as a full member until the next election in March, at which time Jean can run to fill the remaining time (2 years) in Lynn's term. Dulac seconded the motion and all voted in favor. We welcomed Jean as a full member to the board.

1.0 **Minutes: November 3rd meeting**, Hatch found a typo in the CIP 2.3 section, Schwartz will change "capitol" to "capital", Dulac motioned to approve with the change, Crandall seconded, all voted in favor.

Minutes: November 12th All Boards meeting, Dulac suggested eliminating the word "them" from the sentence concerning goals and money not required to achieve (them), Crandall motioned to approve with the change, Terani seconded and all voted in favor.

2.0 **Old Business:**

2.1 **Master Plan Update:** Crandall commented that we should all read through the goals and recommendations and come back to the January meeting with 3 things we would like the board to focus on for next year. We will all discuss our choices and decide together what we want to accomplish in 2016. Crandall commented that he thought the All Boards meeting went well and was fairly well attended.

2.2 **CIP:** Schwartz noted that the CIP document has been finalized after receiving the Selectmen's requests. She has passed it on to the Selectmen so they could use it in their budget process. She went over the requests and explained that the projected fund balance column doesn't include any unfunded previous year funds. She will speak to Deb about the funds she has recently transferred to the trust funds and update the document as needed. Kluk said she attended the recent budget work session and the Selectmen were talking about replacing computers and the main server, which is badly outdated and slow. Schwartz said that they didn't make a request to put it in the CIP, under the line for that purpose. If it is for \$5000 or more it should be there, if it is less they can put it in the regular budget. She will talk to Deb about it to see how they are handling it. Crandall said that the Town Clerk is having a lot of trouble with her computer being slow and unresponsive. Kluk asked about the previous year request for the Assessing Revaluation fund for \$10,600 and why it was an odd amount, Schwartz said that was the amount in the warrant that was approved at Town Meeting and also in the MS-636.

3.0 **New Business:**

- 3.1 **UVLSRPC dues for 2016** – Schwartz said we received a letter from the Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC) concerning our dues for 2016 and their services. The dues will be \$1494.00, which will not be due until June 2016. We discussed the services they can provide to the board and their incentive program that rebates part of the dues we pay for services rendered to the town.
- 3.2 Schwartz mentioned the information she forwarded to members about sign regulation. We will take a look at it next month in regards to our existing Land Use Regulations.
- 4.0 **Driveway permits:**
- 4.1 Marcel Trepanier, Barden Pond Road, relocating an existing driveway. Crandall reported that Thayer took a look at the site and approved with several conditions. He wants the driveway kept at least 10 feet from the property line and the existing driveway must be discontinued from use. Crandall also went out and took a look and concurred with Thayer. Schwartz made a motion to approve with the conditions stated, Terani seconded the motion and all voted in favor.

Crandall asked whether it is appropriate for us to be approving driveway permits on a Class VI road. He thinks that an approval could convey the impression that a building permit is the next step. Schwartz said that the driveway we just approved (on a Class VI road) was specifically for recreational use and not for a home. It was also to replace an existing driveway. We decided he should call NHMA about the issue and get clarification for future cases.

- 5.0 **Mergers:** None
- 6.0 **Communications:**
 - 6.1 DES approval for construction, septic, West, 1530 Halfmoon Pond Rd. TM 8-12
 - 6.2 Letter from UVLSRPC concerning their services and our dues for 2016 - \$1494.71
 - 6.3 Email letter of resignation from Planning Board member, Lynn Cook
- 7.0 **Meeting date for next Planning Board meeting,** January 5, 2015, at 6:30PM
- 8.0 **Adjournment:** Time: 6:57 pm
Motioned by Dulac, seconded by Terani, all voted in favor.

Respectfully Submitted,
Nan Schwartz