



PLANNING BOARD
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MINUTES OF THE PLANNING BOARD

Thursday, June 04, 2020 – 6:30 p.m. – Virtual via Zoom

Members Present: Frank Catapano, Stu Gerome, Steve Gerrato, John McDevitt, David Moore, Catie Medeiros, Bob Dion (Alternate), Steve Smith (Selectmen's Rep)

Members Absent:

Staff: Mark Fougere - Consultant

Chair McDevitt opened the Planning Board work session at 6:35 p.m. A roll call was taken by the Chair; he announced a quorum was present and the meeting was being held virtually through Zoom and recorded by audio. A checklist to ensure meetings are compliant with the Right-to-Know Law during the State of Emergency was read into the record by Chair McDevitt.

Attendance of Planning Board members was taken by roll call: F. Catapano – aye; S. Gerome – aye; S. Gerrato – aye; J. McDevitt – aye; C. Medeiros – aye; D. Moore – aye; B. Dion – aye; S. Smith – aye.

1. Review of Zoning Passed at Town Meeting

At the meeting on Thursday, May 21, 2020, S. Gerrato requested that zoning passed at Town Meeting be discussed at the June work session. The ZBA heard a case within the last year for the property located at 667 Portsmouth Avenue (Greenland Veterinary Clinic). S. Gerrato questioned if the property qualified for the new RCIM District; the district does not extend that far. M. Fougere explained the RCIM District starts at Dunkin' Donuts and ends at the Portsmouth line. S. Gerrato noted there were a lot of wetlands in that area; M. Fougere reminded him the Board had many discussions about that area and language had been changed to reflect the wetlands. M. Fougere noted the zoning amendments passed with an overwhelming majority.

2. 2021 Zoning Updates

M. Fougere reviewed the list with the Board.

- There was a brief discussion about Article X – Quarries and Gravel, Sand, Loam and Borrow Pits. This article was referenced recently due to work being done at a single-family home in Greenland. M. Fougere stated the article is “rather dated” and suggested making minor revisions for 2021 to bring the article in line with RSA 155-E.
- If M. Fougere hears from the School Department by the next meeting, he will have a draft Facilities Chapter of the Master Plan for the Board to review.

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- Based on the survey, Rockingham Planning Commission will be doing an analysis of two intersections on Post Road that residents were concerned about.
- Rockingham Planning Commission will be helping update the land use map. If the Board wants a future land use map, they will also help with that.

3. Approval of Minutes

MOTION: F. Catapano moved to approve the minutes of Thursday, May 21, 2020. Second – S. Gerrato; roll call vote: F. Catapano – yes; S. Gerome – yes; S. Gerrato – yes; J. McDevitt – yes; C. Medeiros – yes; D. Moore – yes; S. Smith – yes. MOTION CARRIED

4. Approval of Invoices

MOTION: F. Catapano moved to approve payment of the invoice from Fougere Planning and Development in the amount of \$1,237.50 from the Planning Board Town budget. Second – S. Gerrato; roll call vote: F. Catapano – yes; S. Gerome – yes; S. Gerrato – yes; J. McDevitt – yes; C. Medeiros – yes; D. Moore – yes; S. Smith – yes. MOTION CARRIED

5. Items for the Next Meeting

Items for the public hearing on Thursday, June 18, 2020 were reviewed.

6. Other Business

- There will be a work session of Thursday, July 02, 2020.
- Enviro Septic Systems: S. Gerrato stated the Board has done a good job with the Enviro Septic Systems. However, they are supposed to be inspected and filters changed every year. He did not feel the information was not being passed to the second owner and the Town did not have anyone in charge of those inspections. He asked if there was a list of houses with environmental septic systems; S. Gerome stated “no”. F. Catapano puts in those type of systems and there is no filter that needs to be changed. S. Gerome stated that when a tank is cleaned, the filter should be cleaned also. D. Moore stated it is the responsibility of the homeowner; the Town should not have to monitor. S. Gerrato stated that filters should be cleaned and systems emptied every two years. F. Catapano stated that the State recommends pumping any system every two years for a family of four using the septic normally. Septic systems are on private property. M. Fougere added that if there was suddenly an uptick in failures that led back to filters not being inspected, a flag could be raised and the issue discussed. It could be looked at again in the future if there were a number of failures reported. It was noted that as part of the MS-4 permit, flyers with septic system information are included in vehicle registration mailings on a monthly basis.
- Packard Development Reports: There was a brief discussion on reports from Packard Development (Lowe’s and Target). Annual reports are supposed to be mailed to the Town. The Administrative Assistant will check with the Town Clerk.
- Building Inspector: S. Smith asked the Board which meetings they would like the Building Inspector to attend, either monthly, quarterly, with updates or on Board request. There was a discussion about site compliance. S. Gerome stated the Building Inspector should continue to attend work sessions via Zoom. S. Gerrato felt he should come if he had questions; B. Dion felt, based on

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previous Board comments, he should attend more than when he had questions. S. Gerome stated he would like the Building Inspector at work sessions. S. Smith stated the Board of Selectmen would like him to have some authority but report to the Selectmen if there is an issue. Selectmen cannot overstep the Planning Board on some issues. The Building Inspector should weigh in on certain matters. S. Smith did not think the Building Inspector was needed at every meeting but should come in for certain projects; the Board agreed. F. Catapano stated he should be at meetings when projects were approved. M. Fougere noted that the Planning Board Engineer is involved in the larger projects. He continued the Building Inspector should be involved in the process, or familiar with the project, so site compliance can be maintained years later.

7. Legal – RSA 91-A:3, II(I)

RSA 91-A:3, II (I): Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present.

MOTION: S. Gerrato moved to enter into non-public session at 7:14 p.m. Second: F. Catapano; roll call vote: F. Catapano – yes; S. Gerome – yes; S. Gerrato – yes; J. McDevitt – yes; C. Medeiros – yes; D. Moore – yes; S. Smith – yes. MOTION CARRIED

MOTION: S. Gerrato moved to return to public session at 7:35 p.m. Second – F. Catapano; roll call vote: F. Catapano – yes; S. Gerome – yes; S. Gerrato – yes; J. McDevitt – yes; C. Medeiros – yes; D. Moore – yes; S. Smith – yes. MOTION CARRIED

MOTION: S. Gerrato moved to seal the minutes of the non-public session. Second – S. Gerome; roll call vote: F. Catapano – yes; S. Gerome – yes; S. Gerrato – yes; J. McDevitt – yes; C. Medeiros – yes; D. Moore – yes; S. Smith – yes. MOTION CARRIED

8. Adjournment

MOTION: S. Gerome moved to adjourn at 7:36 p.m. Second – S. Gerrato; roll call vote: F. Catapano – yes; S. Gerome – yes; S. Gerrato – yes; J. McDevitt – yes; C. Medeiros – yes; D. Moore – yes; S. Smith – yes. MOTION CARRIED

NEXT MEETING

Thursday, June 18, 2020 – TBA

Submitted By: Charlotte Hussey, Administrative Assistant