



PLANNING BOARD
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MINUTES OF THE PLANNING BOARD WORK SESSION

Thursday, December 04, 2014 – 7:00 p.m. – Town Hall Conference Room

Members Present: Chair Stu Gerome, Steve Gerrato, Chip Hussey, David Moore, Paul Sanderson, Selectmen's Rep Mo Sodini, Rich Winsor

Staff Present: Glenn Coppelman – RPC Consultant

Chair Gerome opened the Planning Board meeting at 7:03 p.m. A roll call was taken by the Chair; he announced a quorum was present and the meeting was being recorded.

I. PUBLIC HEARING

1. Age Restricted Housing Revisions

Revisions were reviewed by the Board. Chair Gerome opened the meeting to public comments. There being none, he closed public comments and returned to the Board for discussion. P. Sanderson suggested moving the formal vote on revisions until after December 10, which is the last day to accept petitions to amend Zoning Ordinances.

MOTION: P. Sanderson moved to forward the Age Restricted Housing revisions to the public hearing on Thursday, December 18, 2014. Second – M. Sodini; all in favor. **MOTION CARRIED**

2. Subdivision Regulation Revisions – Drainage and Roads

Revisions were reviewed by the Board. Chair Gerome opened the meeting to public comments. There being none, he closed public comments and returned to the Board for discussion.

MOTION: M. Sodini moved to forward the Subdivision Regulations revisions to the public hearing on Thursday, December 18, 2014. Second – P. Sanderson

DISCUSSION: P. Sanderson reminded members that Subdivision Regulations only require a public hearing on the Planning Board level. Once approved by the Board, the revised regulations will be effective when the Town Clerk receives a certified copy.

MOTION: R. Winsor moved to accept the revised Subdivision Regulations as presented. Second – M. Sodini; all in favor. **MOTION CARRIED**

The Board Secretary will prepare a certified copy for the Town Clerk.

II. WORK SESSION

1. FEMA Ordinance

P. Sanderson had recently contacted Jennifer Gilbert, Floodplain Program Coordinator at the Office of Energy and Planning, regarding coastal information being included because of Greenland's frontage on Great Bay. Her response was that the Atlantic Ocean communities have coastal high hazard sections; Greenland does not. P. Sanderson stated that unless the Town becomes compliant with the revisions to Zoning Ordinance Article VIII – Floodplain Management District, residents will be unable to obtain a mortgage. National Flood Insurance Requirements must be added to the Subdivision and Site Plan Review Regulations. P. Sanderson will research waiving of the requirements before the next meeting. The Conservation Commission was asked to review the revisions at their meeting on Wednesday, December 10, 2014.

MOTION: R. Winsor moved to continue discussion of revisions to Zoning Ordinance Article VIII – Floodplain Management District, to the public hearing on Thursday, December 18, 2014. Second – P. Sanderson; all in favor. **MOTION CARRIED**

2. CIP Update: Chip Hussey

C. Hussey reported that the CIP meeting on Tuesday, December 2, 2014 was very productive. He projected that the CIP should be completed by January 2015.

3. Planning Consultant

Invoices from Rockingham Planning Commission were reviewed. The Board questioned Invoice 5699; the Board Secretary will contact RPC.

MOTION: D. Moore moved to approve Invoices 5704 and 5682 for payment. Second – S. Gerrato; all in favor. **MOTION CARRIED**

4. Approval of Minutes

a. Thursday, November 06, 2014

MOTION: R. Winsor moved to approve the minutes of Thursday, November 06, 2014. Second: D. Moore; all in favor. **MOTION CARRIED**

b. Thursday, November 20, 2014

The Board Secretary requested a correction to the minutes of Thursday, November 20, 2014, for the Boundary Line Adjustment at 408 & 416 Great Bay Road. The motion was made that "the recorded plan must include a statement that no wetlands are traded or impacted." During that meeting, P. Sanderson requested that "the recorded plan show the well locations as well as a note that none of the land involved impacts the wetlands, ensuring that a garage is not being built on top of the jurisdictional wetlands". Because wetlands are being traded, that note cannot be included on the recorded plan. Wetlands were not going to be impacted negatively and ownership was not the issue, the Board approved the motion to read: *The recorded plan must include a statement that none of the land involved impacts the wetlands.*

DRAFT: SUBJECT TO CHANGE

MINUTES: P. Sanderson moved to revise the motion for the Boundary Line Adjustment at 408 & 416 Great Bay Road; the wetlands were not going to be impacted negatively and ownership was not the issue. Second – R. Winsor; all in favor. MOTION CARRIED

Approval of the minutes was continued to the meeting on Thursday, December 18, 2014.

5. January Work Session Date: Thursday, January 01, 2015

There will not be a meeting on Thursday, January 01, 2015. However, the Board reserves the right to hold a meeting if necessary.

6. Other Business

- Jones and Beach contacted the Board Secretary about returning to the Planning Board for a conceptual meeting without notifying abutters. G. Coppelman reminded the Board that they had come in for Design Review and abutters had been noticed. Specifics about the parcel and the design had been discussed at that meeting. It was his feeling that it would be going backwards. P. Sanderson added that he had received a call from Michael Green before the meeting asking the same question. P. Sanderson stated they are in Design Review and could stay in that process for a year and make whatever changes they wanted. P. Sanderson also stated they could withdraw their Design Review and start at the beginning again. It was noted that the Design Review was not continued. Chair Gerome felt their reasoning for requesting a conceptual meeting with the Board was to discuss technical and road design issues before going to the public. P. Sanderson stated they needed to come back and be referred to the Town Engineer for comments. Chair Gerome stated they could return for additional Design Reviews that would have to be noticed and abutters notified, file a formal application, or come in for a Design Review that could be continued.
- TIF (Tax Increment Funds) District: P. Sanderson explained that with a large piece of infrastructure, a special statutory procedure is used to create a district where tax revenues are dedicated to paying off that piece of infrastructure. Increased development would be used to pay for it. The difficult part would be for the entire town to pay for long-term financing that would benefit only a neighborhood. Some of the money would go into general taxation; however, a TIF District dedicates the revenues to the area that receives the benefit.
- Escrow Accounts: C. Hussey commented that the Board had discussed escrow accounts, adding that it should be done prior to the Age Restricted Housing development coming to the Board. P. Sanderson stated that it should be added to the Subdivision and Site Plan Review Regulations that an appropriate escrow account shall be set up if the project is referred to the Town Engineer. G. Coppelman added that any review time should be billed to the applicant. He explained the process that Kingston uses for their escrow accounts.

7. Topics for the Public Hearing: Thursday, December 18, 2014

Police Chief and Fire Chief reviews for 239 Bayside Road and 34 Newington Road have been received.

8. Planning Consultant

The Board returned to this item to further discuss planning consultants. G. Coppelman told the Board that it may be time to hire someone who could provide a higher level of assistance due to the amount of projects in Town.

G. Coppelman left the meeting at 7:50 p.m.

DRAFT: SUBJECT TO CHANGE

C. Hussey was concerned about the budgeted amount for the planning consultant. D. Moore felt the salary could be negotiated. P. Sanderson stated he could not vote to have RPC continue as the consultant. He reminded the Board that C. Sinnott had told them earlier that RPC expects a smaller budget next year, continuing that RPC exists because of DOT and there is no funding available to DOT. He added that his decision had nothing to do with RPC's integrity, skill or who they are as people. He didn't believe that in the near future they would have the resources to assist the Town. S. Gerrato added that RPC is receiving less grants.

A consultant will be a higher hourly rate than you would pay an employee because of their overhead. P. Sanderson further explained that the overall effect on the tax rate would be minimal. M. Sodini stated that the Board should not worry about the money but rather the service that will be provided. Hiring of a part-time employee was discussed, with M. Sodini stating that he had advocated for that months ago when the planning consultant was first discussed.

R. Winsor clarified that the general consensus of the Board seemed to be to move away from RPC and hire its own consultant. Services from the consultant will be reviewed after a year. After further discussion, the Board directed the Secretary to forward the contract to the Town Attorney for review, noting they would like his opinion by the meeting on Thursday, December 18, 2014. They also asked that the Selectmen make a motion at their meeting on Monday, December 15, 2014, to approve the contract, pending the Town Attorney's review. Chair Gerome will contact the proposed consultant.

MOTION: R. Winsor moved to forward the consultant's contract to the Town Attorney for review. Second – D. Moore; all in favor. MOTION CARRIED

9. Adjournment

MOTION: R. Winsor moved to adjourn at 8:08 p.m. Second – M. Sodini; all in favor. MOTION CARRIED

NEXT MEETING

Thursday, December 18, 2014 – 7:00 p.m., Town Hall Conference Room, Public Hearing

Respectfully Submitted: Charlotte Hussey, Secretary to the Boards

Approved: