



PLANNING BOARD
Town of Greenland • Greenland, NH 03840
11 Town Square • PO Box 100
Phone: 603.431.3070 • Fax: 603.430.3761
Website: greenland-nh.com

MINUTES OF THE PLANNING BOARD WORK SESSION

Thursday, December 06, 2018 – 7:00 p.m. – Town Hall Conference Room

Members Present: Frank Catapano, Jamie Connelly, Stu Gerome, John McDevitt, David Moore, Rich Winsor, Paul Sanderson (Selectmen's Rep), Steve Gerrato (Alternate), Catie Medeiros (Alternate)
Staff: Mark Fougere - Consultant

Chair Gerome opened the Planning Board meeting at 7:00 p.m. A roll call was taken by the Chair; he announced a quorum was present and the meeting was being recorded.

1. Review: CIP Process

M. Fougere drafted a memo to the Selectmen asking for their input and comment regarding the Capital Improvement Plan. R. Winsor stated there needed to be a process and the Planning Board should meet jointly with the Selectmen to discuss how to drive it forward. There should be a calendar and schedule as well as the general expectations. If departments are participating, the Planning Board needs to rely on the Selectmen and hold department heads accountable. P. Sanderson noted that CIP's were requested of department heads, they didn't participate and there is no CIP this year.

Chair Gerome asked if a statement could be included on the warrant that a department didn't adhere to Greenland's Capital Improvement Program. P. Sanderson responded that couldn't go on the warrant/ballot; it could be a discussion at Deliberative Session as well as noted in the Voter's Guide. The Planning Board can only recommend/not recommend Zoning Ordinance changes. Other warrant articles are recommended/not recommended by the Budget Committee and Selectmen. M. Fougere added that the Planning Board could also recommend/not recommend petitioned Zoning Ordinance changes.

R. Winsor asked if the Planning Board should request a joint meeting with the Selectmen and have a whiteboard session about the CIP process. P. Sanderson responded that Selectmen could be contacted any time, but the meeting shouldn't be until after the new boards were in place in March 2019. R. Winsor commented that this was probably the most lackluster performance he has seen for the CIP; it was appalling.

2. Approval of Minutes

MOTION: J. McDevitt moved to approve the minutes of Thursday, November 20, 2018. Second – S. Gerrato; nine in favor, one abstain (R. Winsor). MOTION CARRIED

3. Payment of Invoices

MOTION: C. Medeiros moved to approve payment of the following invoices: from the Planning Board Town Budget, Fougere Planning & Development in the amount of \$1,446.36; from the Planning Board

DRAFT: SUBJECT TO CHANGE

Escrow Account, Altus Engineering in the amount of \$692.71. Second – R. Winsor; all in favor. MOTION CARRIED

4. Topics for Public Hearing: Thursday, December 20, 2018

There were no topics for the public hearing on Thursday, December 20, 2018. The Planning Board meeting will be cancelled. Members were encouraged to attend the Portsmouth Planning Board meeting that evening if Lonza was on their agenda.

MOTION: F. Catapano moved to cancel the meeting on Thursday, December 20, 2018, if nothing is on the agenda. Second – R. Winsor; all in favor. MOTION CARRIED

5. Other Business

Private Road to Public Road: P. Sanderson noted that in the email from the Town Attorney, the layout method of creating a public road was discussed. The most important way of creating a public road was dedication and acceptance. He was concerned that in the future a development like Bramber Green may dedicate the road as a public way. The second step would be for the community to accept it. D. Moore asked if there was a way to go back to the site plan; concessions were made based on it being a private way. M. Fougere noted it doesn't help the Board when the regulations require the road to be built to Town specifications. Waivers were given for the road width; if they wanted it to become a Town road, it needed to be compliant. If 25 residents petition for a private road to become a public way and Town Meeting passes it, it's a public way. It wouldn't matter what was written in their deed. P. Sanderson noted that in RSA 231:3, towns set the standard for the road and what a public way should be. He stated that private roads should not be dealt with in the Ordinance; R. Winsor added no concessions should be given. Chair Gerome noted that waivers have been granted on road width to decrease pavement. S. Gerrato stated that in the last eight years, all subdivisions were granted waivers on road width.

Responding to a question from J. McDevitt, M. Fougere stated that Bramber Green residents wanted the road from Portsmouth Avenue to the Vernita Connection to be maintained by the Town. He continued that it was all private; a recommendation was made by the engineer, and the Board agreed after many discussions, that connecting to Vernita Drive was a good idea for circulation. Then there was a private road connected to a public way; the Board agreed that stretch would be public and the rest private. The notes on the plan are that the HOA must maintain that stretch of road. The HOA would like the public section of the road maintained by the Town. It was noted that portion of the road has not been deeded over to the Town.

P. Sanderson suggested private roads to public roads be next year's ordinance work. If they wanted a private road, it would still have to be built as though it was a public road. There needs to be a right-of-way given over to the Town. The road will be planned and constructed strictly in accordance with the Subdivision Regulations; the right-of-way could be paper.

Ordinance Changes and Recommendations: There are no Ordinance changes or recommendations for the ballot.

Master Plan Update: M. Fougere has prepared a contract for Board review and approval for the Master Plan Update. He will ask for assistance from RPC with transportation and maps. P. Sanderson noted he should be able to get information from Portsmouth and DES on water use. P. Sanderson stated there

DRAFT: SUBJECT TO CHANGE

may be some difficulty with a 12 to 16 month contract and suggested it be changed to a 12 month contract; additional funds can be encumbered if not completed by December 31, 2019.

MOTION: R. Winsor moved to forward the contract with Fougere Planning & Development to the Board of Selectmen to encumber funds in the amount of \$10,000 for the Master Plan Update, noting it is a 12 month period vs. 16 months. Second – J. McDevitt; nine in favor, one abstain (P. Sanderson). MOTION CARRIED

Library Update: There will tentatively be a safety meeting with the Library after the first of the year. Included in that meeting will be the Police Chief, Fire Chief, Planning Board Engineer and Building Inspector.

6. Adjournment

MOTION: R. Winsor moved to adjourn at 7:30 p.m. Second – F. Catapano; all in favor. MOTION CARRIED

NEXT MEETING

Thursday, January 3, 2019 – 7:00 p.m., Town Hall Conference Room

Respectfully Submitted: Charlotte Hussey, Secretary to the Boards

Approved: