



PLANNING BOARD  
TOWN OF EAST KINGSTON  
New Hampshire

2009-2010  
David F. Sullivan, Chairman  
Edward Warren, Vice Chairman

MINUTES  
Regular Meeting 15 October 2009  
7:00 pm

**AGENDA:**

- ◆ **Call to Order**
- ◆ **Approval** of October 1 minutes
- ◆ **Public Hearing** for review of the CIP.
- ◆ **Public Hearing** for annual review of the Growth Management section of the ordinance.

**CALL TO ORDER:** The regular meeting of the East Kingston Planning Board was called to order at 7:04PM.

**ROLL CALL:** Mrs. White called the roll.

**Members** - Mr. D Sullivan; Mr. Ed Warren; Dr. RA Marston; Mr. Morales and Mr. D Pendell, ex-officio.

**Alternates:** Mr. R Forrest.

**Advisors** – Mr. Ray Donald, EK Building Inspector and Ms. J LaBranche, Planner, Rockingham Planning Commission (RPC).

Also present was Dan Guilmette, East Kingston resident.

**Board Business**

The first item on the agenda was to approve the minutes of October 1. There were no corrections or changes noted.

**MOTION:** Mr. Warren **MOVED** to accept the minutes of October 1 as written. Mr. Pendell seconded. Mr. Morales abstained as he was absent from that meeting. The motion passed.

**Public Hearing** for review of the CIP.

Mr. Sullivan opened this public hearing at 7:08 pm.

Mrs. White reported that she had collected information from all the entities with the exception of the Historical Committee. She was sure the Selectmen's Office would have even more updated information on the figures. She also had not heard from the Cooperative District yet. Mr. Pendell noted that SAU 16 had just had their budget meeting and Mr. Nathan Lunney would be contacting her sometime next week with the figures from their meeting. This information will be presented to the Selectmen for the budget.

Mr. Warren asked what the Planning Board had to do with the CIP. Mrs. White explained it was their duty to get the information from each department and put it on the list for presentation to the Board of Selectmen. Mr. Morales stated the Board does have input if they do not support anything on the CIP. Mr. Donald also pointed out that part of the Planning Board's responsibility is to compare items on the CIP with the Master Plan.

Mr. Guilmette asked what CIP stood for; Mrs. White explained it was Capital Improvement Plan.

Mr. Pendell noted at the School Board meeting last week, the question of impact fees had come up. The School Board knew that the timeframe for collecting impact fees was growing short, and wanted to know if any had been collected. Mr. Morales explained that although impact fees were in the ordinances, they had never been collected as the bookkeeping would be considered an administrative nightmare.

Mr. Warren confirmed that the numbers on the CIP were not part of the departments budgets. Mr. Morales acknowledged that they were warrant article figures, and not part of each department budget. The exception was the Road Agent's budget; those roads were part of the budget as well.

Mr. Donald noted that several years ago the Town Engineer made up a schedule of repair for all the roads in Town. There was Board discussion regarding this list, and it was noted that the railroad bridge on Giles Road belonged to the Town and needed to be watched closely for holes that could deteriorate the support system and to not over-pave the bridge

The question was asked if that bridge was on the list to be reviewed; was the Road Agent aware of the fact that the Town owned that bridge and was responsible for its repair? Mrs. White will check with the Selectmen's office to see if that bridge is on the list.

**MOTION:** Mr. Warren **MOVED** the Planning Board present the CIP information to the Selectmen. Mr. Morales seconded. The motion passed unanimously.

Mr. Sullivan closed this public hearing.

**Public Hearing** for review of the Growth Management section of the ordinance.

Mr. Sullivan opened this public hearing at 7:22pm.

Mr. Warren noted that the Master Plan was developed with a lot of effort and time and input from the citizens of the Town and was instituted over 20 years ago. He was aware that the Planning Board reviewed it each year, but wanted to know if there was ever a time that they would seek input from the residents? The population of East Kingston is dramatically different than it was in 1982 when the Master Plan was developed.

Mr. Morales stated that several years ago the town conducted two of Visioning Sessions. At that time, the townspeople noted that what they felt was most important was land reservation, open space and trails, and keeping the town agricultural residential.

Mr. Warren thought that was a good thing and that the Town should consider doing that on a periodic basis, perhaps every five or ten years. Mr. Donald remarked that the Plan New Hampshire mini-charette would be input from the residents of the Town, and some of the information from that could be incorporated into the Master Plan. Mr. Morales reviewed that several of the chapters of the Master Plan had been updated as recently as 2007. It was Mr. Morales contention that if expansion of the commercial district was something that the towns people did not want, that information should go into the Master Plan. On the other hand, if it was something the people wanted, denotation of where they would want that district and what types of businesses would go there should also go into the Master Plan.

Ms. LaBranche noted that input from the charette from the citizens could go into the ordinances; Mr. Morales stated it might also need to go into the Master Plan depending on what the result were. Ms. LaBranche suggested they might want to hold some more sessions with the residents if they were planning major changes to the zoning.

Mrs. White reported that Ms. LaBranche had checked with the RPC. If the Board was only updating the figures for review and not changing the content, a public hearing would be all that was necessary. If major changes were made, it would need to go to the town in March.

Mrs. White noted a few places in the growth management ordinance that needed information to be deleted and/or updated. Mr. Pendell noted he would e-mail school population information for paragraph 8 to Mrs. White to include. Mrs. White will meet with the Building Inspector on Tuesday to go over the building permits for to fill in the numbers for 2008 and 2009 housing stock. The Board ascertained it would make the information more clear and understandable to drop off the older years and have the graphs show only the years from 2000-2009.

Ms. LaBranche suggested the Board ascertain just what information is necessary to change to update for the calculations, due to the sheer volume of information needed to update the entire ordinance. Then they can make a determination of what other information can be updated at this time.

If only updates are made to the figures and the calculations, a public hearing is all that is needed. If significant changes are made, or if the calculations change drastically, then an ordinance change will need to go to the Town in March. Dec 24 is the last date to post for public hearing.

Ms. LaBranche asked the Board if they wanted her to use her hours for October and November to work on the Growth Control ordinance and they agreed she should do that. She and Mrs. White will work it and present a lined version to the Board at the next meeting.

Mr. Guilmette noted that the information in this chapter is very informative.

**MOTION:** Mr. Warren **MOVED** the Planning Board continue the public hearing for the Growth Management ordinance to November 12. Mr. Pendell seconded. The motion passed unanimously.

Mr. Sullivan closed this public hearing at 8:10 pm.

## **Board Business**

**Elderly Housing.** The Selectmen's Office had inquired of Mrs. White if the Planning Board was intending on including anything on a Warrant Article to include trash pick-up and recycling to any future elderly communities in Town. The Board had discussion and determined no changes were necessary. What they would need to do is make sure that the wording of the condominium documents did not state that they would need to provide their own trash and recycling services as was done for the previous communities. This would ensure it would automatically be provided for by the Town.

**November Meeting.** Mrs. White reminded the Board members that the November meeting would be held one week earlier than usual, on the 12th. October 22 is the deadline for any submission for public hearing. Mrs. White has received no submission to date, so at this time it appears the only thing for Public Hearing will be the Growth Management ordinance. The December meeting will be on the third Thursday, the 17th.

**Plan NH.** Mrs. White had spoken to Paula at the elementary school and informed her that Mr. Pendell would be picking up the key. Mrs. White gave Mr. Pendell a sketch of how to set up the room. She suggested a table and a chair for Mr. Castagna, another table set up with the refreshments, and approximately 20 chairs to be set up.

**Sign.** Mrs. White inquired of Mr. Pendell if the library had taken any action yet on steps to install the sign from the library at the Pound School. If there was going to be significant time before that happened, she was going to request if she could purchase banner material and some letters and make up a sign for the Pound School so that applicants who were not familiar with the Town could find the building easier, especially at night. Mr. Pendell opined he was sure the sign would be installed by the end of the year and thought it was unnecessary to spend the money for the banner at this time.

**PREP Update.** Ms. LaBranche reported that Mr. Quintal would be going before the Selectmen on October 26 to present the new location, which is in the coastal watershed. The location is on Pheasant Run, near the Red Gate. It has a transitional wetland, a forest canopy, and good plants and habitat. They will be looking to the Selectmen for approval for signage and buffer markings. They also discussed topics for articles for the newspaper, and have contacted Mr. McCann from the school for an educational outreach or article. They would be getting some photographs from Mr. Morales and Davis Finch. They will also be developing a brochure for the property.

**Flood Plain Insurance.** Mr. Donald had received a survey to fill out from FEMA. He opined Mr. Quintal might be a better person to answer the questions than he; Mrs. White will pass it on to Mr. Quintal.

**MOTION:** Mr. Warren **MOVED** the Planning Board adjourn. Mr. Pendell seconded. The motion passed unanimously.

Mr. Sullivan closed the meeting at 8:40 pm.

Respectfully submitted,

*Barbara White*

Barbara A. White  
Recording Secretary

David Sullivan  
Chairman

Minutes approved \_\_\_\_\_