



PLANNING BOARD
TOWN OF EAST KINGSTON
New Hampshire

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

MINUTES
Regular Meeting 18 February 2010
7:00 pm

AGENDA:

- ◆ **Call to Order**
- ◆ **Approval** of January 21 minutes
- ◆ **Discussion** Plan NH Report
- ◆ **Discussion** of Master Plan History Chapter information update
- ◆ **Review** of the PREP newsletter

CALL TO ORDER: The regular meeting of the East Kingston Planning Board was called to order at 7:05PM.

ROLL CALL: Mrs. White called the roll.

Members: Dr. RA Marston, Mr. R Morales and Mr. D Sullivan. Mr. E Warren, Vice Chairman was absent. Ex-officio Mr. D Pendell arrived at 7:30 pm.

Alternates: Mr. J. Cacciatore and Mr. P. Gilligan. Mr. R. Forrest was not in attendance.

Advisors Present: RPC Planner, Ms. Julie LaBranche, and Mr. D. Quintal, Conservation Commission Chairman.

Also Present: Gary Hinz, East Kingston resident.

Board Business

As Mr. Warren was not in attendance, Mr. Sullivan appointed Mr. Cacciatore to vote in his place. Mr. Pendell was not in attendance at the start of the meeting, and no one was appointed to vote in his place.

The first item on the agenda was to approve the minutes of January 21. There were no corrections or changes noted. Mr. Sullivan asked for a motion for approval.

MOTION: Dr. Marston **MOVED** to accept the minutes of January 21 as presented. Mr. Cacciatore seconded. The motion passed. Mr. Sullivan and Mr. Morales abstained as they were not present at the January meeting.

Board Discussion - Plan NH Report (7:10pm)

The Board reviewed the Plan NH report and identified several areas of information that needed to be corrected before it could be distributed to the residents and posted on the web site.

- Add a table of contents, page numbers and dividers for the sections.
- There should be an executive summary introduction paragraph which is separate from the information about what Plan NH does.

- The tax rate needs to be corrected to reflect the present tax rate which is \$23.11.
- The last two sentences on page 2 need to be amended. It should read: *"The hope is to minimize the property tax burden by coming up with ideas for community business growth"*. Creating small cottage businesses was not the intent.
- In several places the report refers to *"the public"* when in fact only one resident made the comment. Those references need to be changed to say *"a resident"* or *"in the opinion of one resident"*
- Clarify better what the overlay map showed. The wording was confusing as to where the Town Center District and the Commercial areas were located. It should state: *"The overlay map shows the Town Center District spanning from Willow Street to Freeman Road with a mixture of residential, commercial and farming. The Commercial District spans from Route 107A to Route 108, with a residential/farming area in the center."*
- Remove the two sentence paragraph on the top of the third page that refers to Spot Zoning. Spot Zoning is against the Master Plan and Zoning Regulations.
- On the third page, the middle paragraph is a choppy compilation of thoughts/ideas and not complete sentences. It is hard to follow. Make it bulleted for easier reading and/or find out which of the suggestions came from the forum and which were inserted by the Planner as "canned" information.
- On the third page, the last paragraph, the first sentence seems to have been misconstrued. It should say *"An individual stated they would like to see more of a balance in their property taxes instead of the current 85% school and 15% town ratio"*.
- All the information about Form Based Codes should be eliminated.

Members discussed that they were disappointed in how the session was run; with little or no direction. The Board thought it should have been conducted more like the listening session UNH had conducted several years ago, and stated that perhaps they had not been clear as to what they were looking for at the onset.

The Board was also not pleased with the report, as they thought what they got for their \$500 was more minutes of the session and not actually help with what they needed. The actual "report" they received was only two pages long and the rest was additional information. There was nothing to "take away" from the meeting to identify what the next step was.

Mr. Hinz offered that it was a listening session and asked if that was not what they got? Ideas did come out of the session, whether they choose to use them or not.

The Board asked the secretary to contact Mr. Castagna and ask him to make the changes and send it back corrected so it could be posted on the website and distributed to the residents.

The Board also thought that later on in the year they might have some more sessions with residents to discuss the report and for further thoughts and/or brainstorming.

Board Discussion - Review of the History Chapter of the Master Plan (7:57 pm)

The Secretary had distributed copies of the History Chapter to the Board members and had asked them to correct her input and add any more information they thought was needed/necessary. Some of the areas that need to be amended include:

- ✓ (1981-1987) adding more information on the Rosenberg property; (i.e. - part is now a golf course)
- ✓ (1988-1996) moving some of the information regarding the old post office to another time period
- ✓ (1997-2000) checking on whether the Future Land Use and Acquisition Commission is still in effect or if it was just established for a one-time need
- ✓ (2000-2009) Mr. Gilligan will provide a couple of sentences to clarify what has been done to the Railroad Building

- ✓ (2000-2009) Mr. Quintal offered some updated information on conservation easements to revise the figures
- ✓ *History of Zoning* - clarify Growth Management is still in effect and reviewed and updated each year
- ✓ *History of Zoning* - Also add information regarding the Town Center District, Workforce Housing and the newly-created Pheasant Run Wetland Study Area
- ✓ Get some history about the library to include/perhaps the Town Offices as well?

Discussion regarding the Buffers Project Draft Newsletter - Julie LaBranche (8:40 pm)

Ms. LaBranche reviewed the letter of endorsement with the Board. Mr. Quintal approved including a statement regarding current vacancies in the Conservation Commission make availabilities for new membership. Ms. LaBranche will list both Conservation Commission and Planning Board members names at the end of the letter. She asked if the Planning Board was happy with it and wanted to co-endorse it; the Board agreed.

MOTION: Mr. Pendell **MOVED** the Planning Board co-endorse the letter as amended. Mr. Cacciatore seconded, and the motion passed unanimously.

Ms. LaBranche reviewed characteristics about the site and presented an example of the sign that would be posted. After discussion, it was noted that the Shoreland Protection Act might need more visibility. Ms. LaBranche will move some of the articles around pertaining to it together to make it more noticeable as it is a very important aspect.

Since the Board does not have another meeting before the targeted deadline, Ms. LaBranche will mail out a revised copy of the newsletter for Board review and if she does not hear back by the date stated, she will assume it is fine to print the way it is and send it out.

The target is to get the newsletter printed by the 1st of March and mailed to each resident the following week. There will also be some extra copies provided to place in areas like the Town Office, the book store, the Post Office, school, etc. A PDF will be supplied for the website.

Mr. Gilligan asked if it could be walked; Mr. Quintal noted it would depend on what time of year as it could tend to be very wet sometimes. Mr. Pendell hoped a field trip to Red Gate it could be incorporated into the elementary school science curriculum.

Ms. LaBranche will also be compiling a tri-fold brochure about Red Gate with a guide to the natural features.

She was hoping to present an outreach activity via a workshop/presentation at the library; perhaps 2 hours long. She would place notification in the Carriage Town News and make posters to be placed around Town.

As promised at the January meeting, Ms. LaBranche brought 3 copies of the *State of the Estuaries Report* to the meeting. Members can contact the Secretary to review the report.

Renewal of Appointments

Mrs. White reminded the Board that Dr. Marston, Mr. Warren and Mr. Cacciatore were coming up for renewal of their appointments in March, and would need to go to the Town Offices to sign their appointment forms. Mr. Pendell asked that they not come to sign any paperwork until after the elections and when the Selectmen have their meeting regarding appointments.

Industrial Park Question

Mrs. White noted she had had a resident call with a concern about a truck going into the industrial park which was thought to be a garbage truck. The resident was worried it would smell in the summer heat. It was found to be a truck used to haul paper for recycling and not a garbage truck, and Mr. Melvin was

helping his friend by doing some repairs to his truck. The Board discussed the matter and ascertained if Mr. Melvin was not receiving money for the repairs he was making and was doing a favor for a friend, it was not another business and would be all right.

MOTION: Mr. Pendell **MOVED** the Planning Board make no action at the present time, and would re-address the issue with Mr. Melvin should the need arise. Mr. Cacciatore seconded, and the motion passed unanimously.

Potential Business at the Old Post Office

Mrs. White noted that Mr. Greenlaw had come into the Town Offices and relayed the information that he would not be opening up a donut shop at the old post office location since he could not acquire property from the abutting landowner to upgrade the septic system and build a parking lot. The Board was sorry to hear that; they had hoped it would work out. They thought it would have been a good addition to the Town.

Continued Board Business

The Board discussed scheduling some work sessions after Town Elections to work on goals for discussions with the public. Mrs. White will check on available times for work sessions on the calendar with the Administrative Assistant and report back at the March meeting with the available dates.

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

Mr. Sullivan closed the meeting at 9:22 pm.

HANDOUTS TO THE BOARD

- The Source newsletter
- Two newspaper articles - one on Shoreland Violations and one on Porous Asphalt
- Selectmen's Meeting Minutes
- Planning Board yearly calendar

Respectfully submitted,

Barbara White

Barbara A. White
Recording Secretary

David Sullivan
Chairman

Minutes approved March 18, 2010