

TOWN OF EAST KINGSTON, NH
PLANNING BOARD MEETING MINUTES
March 13, 1997

FILE

Members attending: Richard A. Smith, Sr. - Chairman, James Roby Day, Jr. - Ex-officio, Dr. Robert Marston, Catherine J. George, and Ed Johnson.

Members absent: Alternates: Beverly A. Fillio, Robert Nigrello, and Madeline Marshall.

Others attending: Sarah Campbell - RPC Circuit Rider and Andrew L.T. Berridge - Selectmen.

Chairman Smith called to order this March 13, 1997 public planning board meeting at 7:40 p.m. with the roll call.

February 20, 1997 Planning Board Minutes: The board reviewed and noted corrections to the 2/20/97 planning board meeting minutes.

MOTION: Mrs. George motioned to accept the February 20, 1997 planning board minutes as corrected. Dr. Marston second. The motion passed unanimously 5-0.

OSP Annual Spring Conference: The board acknowledged the Annual Spring Conference date of May 31, 1997 and is currently awaiting the receipt of registration forms.

Incoming Correspondence: Chairman Smith acknowledged the following correspondence:

1. Recycling Training Institute Workshop - Hartford Conn. - \$80.00
2. RPC Summary for 1996

1997 Ex-officio Member: Mr. Day informed the board that the Board of Selectmen have decided to re-appoint himself (Mr. Day) as the 1997 ex-officio member to the Planning Board. Mr. Day stated that he would like to continue on in the ex-officio position to follow through with the writings of the Master Plan, CIP and Growth Control ordinance. He also stated that he would like to present the planning board with other projects to consider, (i.e.: impact fee ordinance).

Future Land Use and Acquisition Committee: Mr. Berridge informed the board that a FLU&A committee was approved at the March 11, 1997 Town Meeting. The scope of this committee would be to research and submit ideas/proposals for future use of current town-owned land and/or future acquisition of town-owned property to accommodate the future expansion needs of the Police/Safety Complex, the Fire Department, Library, etc.

Mr. Berridge spoke specifically of the possibility of acquiring the Kennerly property which abuts the safety complex/fire station/town hall and is currently in probate. He added that a Land Acquisition Fund should be established [which would require a Town Meeting to establish and expend it].

Dr. Marston excused himself from the meeting at this time.

The board discussed the planning board's role in the collection of information/ideas necessary to execute the findings as outlined above. It was noted that the Master Plan Future Land Use chapter should be placed on hold until the committee has submitted their findings. The board agreed that the current Master Plan should support such land acquisition/expansion projects.

Mr. Day and Mr. Johnson both stated their interest in serving on the FLU&A committee.

Capital Improvements Program: The board reviewed project methods for writing the CIP, (see attached).

1. Confirmation of the Legislative Body's approval was given in 1984.
2. \$10,000 is the recommended minimum amount for CIP consideration.
3. One time projects done every 10 to 15 years is recommended for CIP consideration.
4. This does not include normal scheduled vehicle replacements done every 2 to 3 years.
5. Payments to Capital Reserve Funds can be considered for CIP.
6. This is a 6 year project schedule.

7. CIP project proposals should be obtained from department heads.

Mr. Day agreed to have the selectmen generate a letter to department heads requesting CIP input. He stated that the selectmen are expected to hold a department head meeting in April at which time such a letter could be distributed in hand with further explanation. A six week time frame would be permitted for department head response.

8. Past dollar figures should be used as a reference to determine future costs.
9. Placing population projections on past costs can be used to predict future costs.
10. Review the Master Plan - the MP should support the CIP projects:

RSA 674:6

...The program shall be based on information submitted by the departments and agencies of the municipality and shall take into account public facility needs indicated by the prospective development shown in the master plan of the municipality or as permitted by other municipal land use controls.

11. The CIP to include 1998 through 2004 (6 years).
12. Update the CIP and use it.

RSA 674:5

...The sole purpose and effect of the capital improvements program shall be to aid the mayor and the budget committee in their consideration of the annual budget.

13. Updating the CIP yearly will be easier than writing a complete CIP.
14. Updating completed by the planning board.

Master Plan: Chapters remaining for update include: Future Land Use - to be completed after submission of FLU&A committee findings; Introduction, and Community Goals - 1996 surveys to be used.

Home Occupation Ordinance: The board discussed a current situation in town where a well and pump company is in operation. This well and pump company is located in a residential zone without any permits. The board questioned whether a well and pump company is a permitted use as outlined in the East Kingston Home Occupation ordinance or whether such a business should be considered comparable to a plumber, electrical, etc. where the service provided is not done at the business's premises. The majority opinion of the planning board was that this business is not a permitted use and that it is a commercial business illegally operating in a residential zone.

Chairman Smith stated that the Home Occupation ordinance has too many gray areas and he would like to see this ordinance amended to bring all home occupations in town into compliance.

It was noted that the well and pump company situation noted above is currently under investigation by the selectmen and that any action taken against it is under the authority of the selectmen.

MOTION: Mr. Johnson motioned to adjourn. Mr. George second. The motion passed unanimously (4-0) and this March 13, 1997 public planning board meeting ended at 10:00 p.m.

Respectfully submitted. —

Catherine Belcher
Secretary

Minutes completed and on file March 17, 1997.