



PLANNING BOARD
TOWN OF EAST KINGSTON
New Hampshire

2019-2020
Josh Bath, *Chairman*
Tim Allen, *Vice Chairman*

MINUTES
Regular Meeting March 21, 2019
7:00 pm

AGENDA:

Board Business.

- Election of Officers
- Discussion with Erin Pinkham (Maker's Post) re: expanding hours of operation
- Update from Master Plan Committee

CALL TO ORDER: This meeting of the East Kingston Planning Board was called to order at 7:00 pm by the Secretary Barbara White as officer elections were required to proceed.

Mrs. White reported that Mr. Cacciatore had resigned from the Planning Board.

Members Present: Vice Chairman Dr. Robert Marston, Josh Bath, Bill Caswell, Ron Morales, Tim Allen and Ex-Officio Richard Poeleart.

Advisors Present: RPC Senior Planner Julie LaBranche and Assistant Building Inspector Tom Welch.

Also present: Erin Pinkham and Deborah Dobson, State Representative for District 35.

Election of Officers

Ms. White asked for nominations for Chairman:

- Dr. Marston nominated Mr. Morales; seconded by Mr. Caswell.
- Mr. Allen nominated Mr. Bath for Chairman; seconded by Mr. Poeleart.

There were two votes for each nomination, resulting in a tie which is a no vote.

There was discussion regarding acquiring another member, but that could be a two-month process before a new Planning Board member was in place and the vote could transpire. In light of the tie vote and to not hold up the process of electing a Chairman and Vice Chairman this evening, Mr. Morales withdrew from the nomination for Chairman.

Ms. White asked for nominations for Chairman:

- Mr. Allen nominated Mr. Bath for Chairman; seconded by Mr. Poeleart. 3 votes in favor; one abstain. Nomination passed.
- Mr. Bath nominated Mr. Allen for Vice Chairman; seconded by Mr. Morales. 3 votes in favor; one abstain. Nomination passed.

Congratulations to Mr. Bath and Mr. Allen.

Mr. Bath took over as Chairman and opened the meeting.

Minutes: Mr. Bath asked for a **MOTION** to approve the February Minutes.

Mr. Morales **MOVED** to approve the February minutes as presented; second by Mr. Allen with a unanimous vote.

Board Business

Discussion with Erin Pinkham (Maker's Post) re: expanding hours of operation

Mrs. White had provided the Board members with the original decision for Ms. Pinkham which included her approved hours of operation.

Ms. Pinkham was requesting an extension of her hours from the original 8 am to 10 pm to accommodate classes she wanted to provide. Her present closing time of 8 pm was not late enough for classes that started after the dinner hour to be completed by the approved closing time. She explained it would not be every evening; perhaps once a week.

Mr. Allen asked how many people she expected at the classes. Ms. Pinkham noted from 8-10 people and perhaps 6-8 cars, which she could accommodate in her lot.

Mr. Bath asked if the signage and lighting conditions that were approved by the Planning Board in August of 2018 were going to stay the same; Ms. Pinkham answered she was not asking for changes to those conditions.

There being no more discussion, Mr. Bath asked for a **MOTION**.

Mr. Allen **MOVED** to approve amending the hours for the Maker's Post from 8:00 am to 8:00 pm to 8:00 am to 10:00 pm Sunday through Saturday; second by Mr. Morales with a unanimous vote.

Mrs. White will send an amended Conditions of Operation letter to Mrs. Pinkham and the property owner Mrs. Loranger.

Ms. Pinkham thanked the Board.

Update from Master Plan Committee

Mr. Caswell noted the committee had met without any progress and as they had not met in a while, reviewed the information to familiarize themselves with it again. They decided they needed to speak to the present and past in each section of the Land Use chapters. They did identify areas in each section that would need to be updated and found the maps were very helpful. Some areas were wordy and will be summarized and all the statistics will need to be updated as well. They will require some more meetings on the document and the survey.

They discussed the survey questions they wanted to get out to the residents for community input. And there was discussion as to what the best and most cost-effective way to do that would be. They could put it on the website and have paper surveys in several places in town.

They will meet next week to finalize the method to get the information out to the residents.

Discussion re: Home Occupation Questionnaires

Mr. Allen asked now that the home occupation questionnaires had been approved by the Planning Board, what was the best way to get them to the various entities?

A meeting will be scheduled with the Town Administrator to figure out the timeframe to get the questionnaires out to coincide with the existing schedule.

Mrs. White opines the reminders go out in April and the fees and update reports are due back for May 1. She will double check with the office on Monday.

213 Haverhill Road

Mr. Caswell asked if there was any update on the Industrial Park. Ms. LaBranche will send a request to Mr. Quintal for an update on the status of the DES wetlands permits and the other items relating to the clean-up of the site. She will ask him to give an update at the April 18th meeting.

April Meeting

Mrs. White noted there will be a tenant application for the light industrial park for the April Meeting. Their information was not received in time to be noticed for the March meeting.

Deborah Hobson – State Representative for District 35

Ms. Hobson explained she was there to ask about road conditions on Cove Road. There has been discussion on Facebook on the road and she was there to see what the town could do to help the residents.

Mr. Poeleart explained it was a private road and it is the responsibility of the residents for the upkeep. They are actually meeting with the Selectmen next week to discuss the matter.

To qualify as an approved town road, it would need to comply with the present standards and in doing so, the residents could lose most of their front yards which could include their wells and/or septic systems.

The town does grade it once a year so emergency equipment can navigate the road.

Adjournment

Dr. Marston made a **MOTION** to adjourn; Mr. Caswell seconded, with a unanimous vote.

Mr. Bath closed the meeting at 8:00 pm.

The next Planning Board meeting will be on April 18th.

Respectfully submitted,

Barbara White

Planning Board Secretary

Josh Bath

Chairman

Minutes approved 4/18/19