



PLANNING BOARD
TOWN OF EAST KINGSTON
New Hampshire

2017-2018
Joe Cacciatore, *Chairman*
Dr. Robert Marston, *Vice Chairman*

MINUTES
Regular Meeting 15 June 2017
7:00 pm

AGENDA:

- ◆ **Call to Order**
- ◆ Approval of May minutes
- ◆ Discussion on update of the Master Plan Land Use Chapters and the Vision Chapter.

Board Business

CALL TO ORDER: This meeting of the East Kingston Planning Board was called to order at 7:05 pm.

Members Present: Chairman Joe Cacciatore, Vice Chairman Dr. Robert Marston, Joshua Bath, and Chris Delling.

Advisors Present: Rockingham Planning Commission (RPC) Senior Planner Ms. Julie LaBranche.

Board Business

Approval of May minutes

Mr. Cacciatore asked for a motion on the May minutes.

Mr. Bath **MOVED** to approve the May minutes as presented; Mr. Delling seconded. Unanimous approval.

Master Plan Discussion

Ms. LaBranche asked if the Selectmen had approved using the \$2,000 for work on the Master Plan. Mrs. White noted she had written the letter asking for approval of the contract, but it was returned to her so an invoice could be attached before the Selectmen approved it.

Ms. LaBranche noted the RPC needed to have the Selectmen's agreement on using the funds for the update, and then would produce a contract for them to sign. As she anticipated more work was necessary than the \$2,000 earmarked for "other expenses", she has reached out to Selectman Poeleart to see if the Selectmen would approve an additional \$1,500 for the project.

Mr. Cacciatore noted he had contacted Mr. Morales to see if he was interested in working on the committee for the Master Plan updates. Mr. Morales noted he would like to work on the committee.

There was a map in the Future Land Use section that shows developable land in East Kingston, which was prepared by the RPC in 2000. Mrs. White had submitted the map and the corresponding table page to the Conservation Commission and asked Mr. Quintal if he would update it. At that time she also asked if he would be interested in being on the committee. She had not heard anything from him as of yet.

Ms. LaBranche noted the Board had discussed having a mini survey for the Town. She will work on that. They could have a link on the Town website for residents to respond to.

RPC Contract

Mrs. White noted it was time to renew the RPC contract for the coming year. The contract rate had increased by \$672 for the year (\$336 per half year), for a total of \$11,088 (up from \$10,416 last year).

Mr. Cacciatore noted there was adequate money in the budget to cover the increase. He asked for a motion.

Mr. Bath **MOVED** to recommend the Selectmen sign the RPC contract for the Planning Board for the timeframe of July 1, 2017 to June 30, 2018; Mr. Delling seconded. Unanimous approval.

Upcoming Training

Mrs. White noted Summer Erosion Control Field Days will take place on June 21 in Brentwood and June 22 in Tilton from 8:00-3:30. The fee is \$60 (which includes coffee and pastries and a buffet lunch); the deadline to attend is June 14. Anyone wanting to attend should contact the Rockingham County Conservation District. Additional events are planned for North Haverhill NH and Keene NH in August.

Country Hills

Mrs. White reminded the Board of a discussion they had had earlier in the year with Country Hills in regard to updating their Condominium Documents and By-Laws. They had told the Condo Chairman all updates/changes to either of those documents needed to be reviewed by the Town Attorney and approved by the Planning Board. She had made a copy of what the Town had on file for the Chairman of the Condo Assoc., but it was never picked up. The Board agreed a letter should be sent to remind them the Planning Board needed to approve all changes to their condominium documents and by-laws

RPC Survey

Ms. LaBranche noted the RPC is asking municipal officials and residents to complete a survey for input on their provided services. She handed out copies of the surveys to Board members (Mr. Bath will give one to the ex-officio) and noted there was a link on the RPC web page to take the survey.

RPC News

Ms. LaBranche reported the RPC has appointed Timothy Roache of Stratham, NH to be the agency's next Executive Director beginning August 1. Mr. Roache will be responsible for overall management of the agency and will work with the Commission's highly experienced staff, its Executive Committee and community representatives on policy and strategic planning initiatives. He succeeds Cliff Sinnott who is retiring at the end of July after serving as RPC's Executive Director for nearly 30 years.

Adjournment

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

Mr. Cacciatore closed the meeting at 7:30 pm.

The next Planning Board meeting will be on August 20, 2017 at the Pound School.

Respectfully submitted,

Barbara White

Planning Board Secretary

Joseph Cacciatore

Chairman

Minutes approved August 20, 2017