

TOWN OF EAST KINGSTON, NH
PLANNING BOARD MEETING MINUTES
November 6, 1997

FILE

WORK SESSION

Members attending: Richard A. Smith Sr. - Chairman, Edward C. Johnson - Vice Chairman, James Roby Day, Jr. - Ex-officio, Catherine George, Dr. Robert Marston.

Absent: Alternates Beverly Fillio and Robert Nigrello.

Others attending: Sarah Campbell – RPC Circuit Rider, Lawrence K. Smith – Conservation Commission Chairman.

Chairman Smith opened the November 6, 1997 Planning Board Work Session at 7:10 p.m.

Capital Improvements Plan: The Board reviewed table #10 of the CIP as presented by Sarah Campbell. The Board noted the following:

Fire Department

1. Ambulance – remove from table: no tax impact;
2. Hose – keep as shown;
3. Hydrants – keep as shown;
4. Upgrade base radio – keep as shown;
5. Replace engine #3 – Capital Reserve Fund: Year 1-\$85,000; Year 2-\$85,000; Year 3-\$90,000

Fire Department Totals:

<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4</u>	<u>Year 5</u>	<u>Year 6</u>
87,500	102,500	89,500	4,500	3,500	2,500

Police Department

1. New station

The Board proposed not to fund the new police station in the next six years without acquiring additional land(s) to accommodate a new building/addition.

Elementary School

1. 6 room addition

It was noted that the school items are not controlled by the Selectmen or budget committee. This finding should be reflected in the CIP. The school should be addressed to show full account for Town (school) projected costs. The Elementary School will be placed at the bottom of the table.

Conservation Commission

1. Aerial Photo/Map

Mr. Smith explained that the Town should invest in a new base map, as the current one is 22 years old. He went on to explain what is entailed in an Aerial Photo/Map project. He stated that the aerial photo costs about \$2,000 and the base mapping costs about \$22,000.

The Board agreed that although having an updated base map would be useful, it is not considered a priority in the CIP at this time. Because several expensive projects are listed in the CIP for near future proposals, postponing the aerial photo/maps update is recommended. The Board may reconsider in 2 to 3 years.

Recreation

1. Purchase Woodworth property – place under school heading as this project is considered more of a school necessity than a recreation one;
2. Tennis/basketball courts – not recommended at this time;
3. Expand playground – not recommended at this time;

4. Build bathroom at ball field – not recommended at this time.

Road Agent

The Board reviewed the Road Agent's schedule for capital improvements. It was recommended that Giles Road improvements be postponed until after the installation of the gas pipeline project is completed.

The Board recommends all Road Agent CIP projects.

Emergency Management

1. Separate communications area - \$12,500 may be eligible for State funding.

The Board recommended the EOC move to the Town Hall to alleviate space problems. Separate Communications Area is not recommended by the Board at this time.

FLUAC

1. Purchase Kennerly property - \$265,000

The Board recommends this project. The table will show \$25,000 a year for 6 years. A special town meeting may be held in January 1998 to petition this purchase.

Cemetery Committee

1. Road repairs at Hillside Cemetery

The Board does not recommend this project. Remove from table.

Library

1. Library improvements
2. Library building addition

The Board does not recommend these projects. Remove from table.

Historical – Remove from table.

New Bottom Lines:

<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4</u>	<u>Year 5</u>	<u>Year 6</u>
202,500	217,000	219,500	154,500	133,500	117,500

The Board then reviewed the revenue available to fund the CIP. Year 1 shows CIP project totals are higher than anticipated revenue. In an effort not to raise tax rate the Board reconciled the Fire Department figures as follows:

Replace engine #3:

<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4</u>
40,000	60,000	80,000	70,000

Members will read all of CIP in full for final draft for the December meeting. Mrs. Campbell will generate table #11 to reflect year 1 of the CIP projects.

Work Session: The next work session will be held on Thursday, December 4, 1997 at 7:00 p.m. at the Town Offices.

Growth Control Ordinance: Mrs. Campbell stated that she is waiting for Town Council response to the draft GCO. A carry-over of building permits provisions should be addressed to avoid future litigation. It is recommended that the ordinance have a specific expiration date. More discussion at the November 20th meeting.

Driveway Setbacks: The Building Inspector had requested a revision to the subdivision regulations for imposing a 10 foot driveway setback from all boundary lines. (Subdivision Regulations IV.D) An amendment will be written.

Planning Board Budget: The Board reviewed the planning board budget and noted expenses of the Circuit Rider, RPC Dues, workshops and seminars, and Master Plan. It was noted that \$3,000 for Master Plan expenses had not been expended in 1997. Master Plan chapters not yet complete are the Introduction, Future Land Use and Community Goals.

MOTION: Mrs. George motioned to expend the amount of \$3,000 to complete the Master Plan. Mr. Johnson second.

Discussion: RPC quoted the amount of \$4,500 to finish the Master Plan. The \$3,000 was originally placed in the Planning Board budget to be used in the TBG program. Because East Kingston was not awarded the 1997 TBG, the funds were never spent. The RPC may be able to offer a \$3,000 plan to finish the Master Plan (by scaling down the mapping.)

The Board agreed to table the motion until Mrs. Campbell investigated new quotes to finish the Master Plan.

The Board will plan to have moneys placed in the budget for the next TBG to write Impact Fees. Fees to continually update the CIP will be included in the Circuit Rider cost. This is to update tables only.

Incoming correspondence: Chairman Smith acknowledged the following correspondence:

1. Main Street – map location writing seminar.
2. Economic Development Training– 12/9/97
3. 1997 Planning Board Training Series Workshop - 11/12/97 – 7PM – Hampstead Town Hall - Impact Fees
4. RPC Grants for 1998 – TBG

Zoning Books: The Board agreed to spend money from the PB miscellaneous account to purchase more zoning/reg books. It was noted that the Selectmen's budget for this purchase is expended.

Rowell Cove Road Lot Merger: As discussed at an earlier meeting, Rowell Cove Road property owner, Mr. Stone is seeking to merge two abutting lots owned by he and his wife. Because the merger will not make a legal lot, it only creates less of a nonconforming lot, he was advised not to use RSA 674:39a.

The Board recommended NHMA Atty. Bernie Waugh be contacted for advice on how to handle this merger.

140 Depot Road: The Board took up discussion on the 140 Depot Road Home Occupation request of Mr. E. Michael Young, Jr. Mrs. Campbell offered her opinion on the matter. She stated that pursuant to the East Kingston Zoning Ordinance, this well and pump business could not have been a "grandfathered" business as it was not deemed a legal business at the time the ordinance went into effect.

10.7 states:

Nonconforming uses: Any home occupation at the date of the public posting of this ordinance (January 6, 1989) shall be required to comply with 10.5 of this section. Such occupations shall not be required to comply with the other provisions of this section. Provided, however, that any noncompliance in effect as of January 6, 1989 shall not increase. In addition, such occupations shall not be relieved from compliance with other state and local regulations.

Mrs. Campbell continued to say that the home occupation in operation back in 1989 may have been an illegally run commercial business. It never met the definition.

Mrs. George stated that in reading excerpts of the past Selectmen's meetings, Mr. Young, Sr. admitted that the business was NOT in operation back then.

Mr. Day stated that Mr. Young, Sr. left the business and Mr. Young, Jr. took over. If the home occupation consisted of an office, there would be no problem.

Mr. Johnson stated that this commercial business moved from Salem, NH to East Kingston. The Young's built a garage, not an office.

90 Day Clock: Mr. Day informed the Board that in the Law Lectures he recently attended, the issue of the new 90 day clock law was addressed. The law states that the 90 day clock begins at the time a completed application is submitted to the Selectmen's Office and no longer when the PB accepts jurisdiction of the application.

The Board discussed different options for this submission procedure. It was agreed that a signature sheet outlining all the criteria necessary to deem an application complete be created and given to each applicant for signature. Thus placing the responsibility of completing the application on the applicant.

MOTION: Mr. Day motioned to adjourn. Mrs. George second. The motion passed and this November 6, 1997 public Planning Board Work Session ended at 10:10 p.m.

Respectfully submitted,

Catherine Belcher
Secretary

Minutes completed and on file November 12, 1997.