TOWN OF DUNBARTON, NH
PLANNING BOARD MEETING MINUTES

October 17, 2018, 7:00 p.m. at Dunbarton Town Offices

IN ATTENDANCE: Chairman Ken Swayze, Vice Chairman George Holt, Alison Vallieres, Jeff Crosby, Chuck Frost, Ex-Officio Mike Kaminski, and Planning/Zoning/Building Department Administrator Donna White

BUSINESS:

1. Approval of Minutes of September 19, 2018. George Holt made a motion to approve the minutes as written; Jeff Crosby seconded the motion. All in favor.

2. Correspondence: None

3. Selectmen's Office Report: None

4. Planning/Building Department Report:
   Monuments have been set and verified on the Comeau subdivision; Mike Cumings will verify monuments on the Riley subdivision next week. There are three other projects waiting for submittal of final plans. The office is aware of two or three applications coming in for next month’s agenda.

OTHER BUSINESS:

Katie Nelson, Central N H Regional Planning Commission – Katie presented a current draft of the Community Facilities chapter of the Master Plan for the Board’s review. She explained that she has a couple of sections to update once she gets the information from those department heads. The revision of the chapter is 95% complete. Katie said she would like to know if the town offices have any big needs and asked that Board members let Donna know if changes are needed before the next meeting. Mike Kaminski said the office equipment inventory could be pared down; it includes minor office items that he does not feel are pertinent. Katie said there are two maps to go along with the chapter; CNHRPC staff is working to get those completed. She will review and update the chapter objectives.

Katie also presented a current draft of the Housing chapter for the Board’s review. She explained that Mike Tardiff drafted the chapter; she would answer any questions she could. A Board member asked about the reference to American Community Survey. Katie explained that this is an annual survey that goes out to smaller groups than the decennial census bureau.
survey. Alison Vallieres stated that she thought the wording of Objectives #1, page 5.14, was going to be changed. Katie will talk with Mike Tardiff about this. Katie asked Board members to get feedback to Donna to pass along to her and Mike Tardiff. She said Mike plans to come to the next meeting with the Implementation chapter. George Holt asked if there was any way to get a complete copy of the revised document. Katie said they can put it on their website page with a dedicated link that members can use for access and review.

Proposed Zoning Amendments – Donna handed out copies of draft proposed amendments for the Board’s review and consideration. Board members went over the list of proposed amendments; Donna summarized the reason for each. It was agreed to remove Articles 13 and 14 from the Ordinance at the next printing. The articles address town sign ordinances that were entered into the Ordinance in error. Mike Kaminski made a motion to remove Articles 13 & 14 from the Zoning Ordinance, as a placeholder put them on the Town website as ‘under review’. Jeff Crosby seconded the motion. All in favor. Donna will do some research to see if the state has rules about solar arrays crossing setbacks. A workshop was scheduled for Wednesday, November 7, 2018 at 6:00 p.m. A sub-committee, led by Chuck Frost, will review these proposed amendments and any others that board members feel need to be addressed.

November meeting – Because the meeting date fell on the night before Thanksgiving, the Board voted at the September meeting to move it to December 5, 2018. At that time, it was not known if the meeting room was available on November 28, 2018. After the meeting, Donna checked the schedule and found it to be available. It was agreed to keep the meeting in November if possible. Chuck Frost made a motion to schedule the November meeting for Wednesday, November 28, 2018 at 7:00 p.m.; seconded by Jeff Crosby. All in favor.

Alison Vallieres moved to adjourn the meeting at 8:30 p.m.; seconded by Mike Kaminski. All in favor.

Respectfully submitted,
Donna White