

DRAFT, SUBJECT TO REVIEW, CORRECTION AND APPROVAL (6/15/16)

**DUNBARTON PLANNING BOARD
WEDNESDAY, MAY 18, 2016
DUNBARTON TOWN OFFICES – 7:00 P.M.**

The regular monthly meeting of the Dunbarton Planning Board was held at the above noted time, date and place with Chairman Kenneth Swayze presiding. The following members were present:

Board Members Present:

**Kenneth Swayze, Chairman
George Holt, Co-Chairman
Alison Vallieres, Secretary
Charles Frost
Jeff Crosby
Brian Pike, Selectmen's Representative**

Staff Members Present:

**Stephen Laurin, Building, Planning and Zoning Department
Joanne Cassulo, Central NH Regional Planning Commission (CNHRPC)**

Ken Swayze, Chairman, called the meeting to order at 7:00 p.m. with a six-member Planning Board present. He noted for the record that the Planning Board had a quorum for this evening's meeting and that all members would be voting.

The Chairman confirmed with Stephen Laurin that the meeting had been posted in two public places in Town, and placed on the Town's Web Site.

GENERAL SESSION:

A. General Board Administration:

Approval of prior meeting minutes;

Brian Pike made a MOTION to approve the minutes of April 20, 2016, as written.

Chuck Frost SECONDED the motion. Motion PASSED unanimously.

B. Correspondence from the Secretary

None.

C. Selectmen's Report:

Brian Pike said the Selectmen are responding to a court action filed by Stanley Sowle against the Town after the Selectmen decided not to refund Sowle's exaction fee for his subdivision off of Stark Highway as had been requested. He noted that the Town's insurance would not cover the costs of this action. The Selectmen are awaiting the Town Attorney's review and response to the court filing.

The Selectmen have taken no further action to discontinue any portion of Kelsea Road. He said the BOS is discussing the Town's options with legal counsel. Mr. Pike said authority to determine whether any given portion of Kelsea Road is a Town road by "prescription" lies with the courts, not the BOS. He noted that the temporary maintenance agreement the Town has with Mike Guiney on a Class VI road expires on May 30. He said the Selectmen will be discussing whether and how maintenance will continue along the section of roadway that is covered by the agreement.

Discussion ensued with Jeff Crosby about the Overlook Estates development. Mr. Crosby said they can go forward with limited site work for the roadway, but there first needs to be a pre-construction meeting

to discuss construction and inspections, grubbing, and the limit of work that can be completed prior to filing the subdivision plan at the registry. George Holt noted that silt fencing and other erosion and stormwater controls need to be put in place before any site work begins. He said the drainage maintenance plan proposed by the developer that would make the Town responsible for maintenance would not be acceptable to the Town.

D. Planning and Zoning Department Report – Stephen Laurin

Mr. Laurin provided the highlights of this month’s Transportation Advisory Committee (TAC) meeting held on May 6. The Planning Commission has posted their draft Public Involvement Plan (PIP) and is taking public comment on the plan through May 27. The PIP is CNHRPC’s outreach plan to solicit input from the public to assist the commission in identifying and prioritizing regional transportation concerns.

Leigh Levine with the New Hampshire office of the Federal Highway Administration (FHWA) presented an overview of the FAST Act, the recently signed federal transportation funding plan. This act replaces the MAP21 Act, and is the first long-term authorization act (5 years) in a decade.

Mr. Laurin noted that the Bow Road Surface Management System (RSMS) is a pilot project between Bow, UNH Technology Transfer Center, NHDOT, and CNHRPC that will be wrapping up in the fall. Dean Williams with CNHRPC said that NHDOT is being very “prescriptive” about training and implementation of the RSMS software. Mr. Williams said he does not expect to see the expansion of RSMS projects to other Town’s until next year at the earliest.

Mr. Laurin said the Planning Board may want to consider reviewing the Zoning Ordinance with regard to Signage and Accessory Dwelling Units (ADU’s). In 2015 the US Supreme Court ruled in Reed v. Town of Gilbert (AZ) that sign ordinances cannot apply different restrictions to various types of signs based on their purpose or content, e.g. for advertising, identification, or municipal purposes. Restrictions can only be adopted with regard to location, size, number, etc. Also, the NH Legislature revised ADU statutes that, among other things, requires an ADU to have an interior door connecting to the primary residence, and does not allow ordinances to restrict ADU’s to only one bedroom or to limit the maximum size to less than 750 sq. ft.

Mr. Laurin reminded the Board that Friday, May 27 is the deadline for registering for the Planning and Zoning Conference. The conference takes place on Saturday, June 4 at the Grappone Conference Center in Concord.

Finally, he said that the Town received notice that the Town of Merrimack Zoning Board will hold a public hearing on May 25 regarding an application from Celco Partnership (Verizon Wireless) for a Special Exception to allow for construction of a telecommunications tower.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

MASTER PLAN UPDATES:

Joanne Cassulo said she was filling in for Mike Tardiff who was unable to attend this evenings meeting. She introduced herself in part by noting that she is retired as the former Director of the Office of State Planning under Jeff Taylor. She currently works part-time at CNHRPC.

Ms. Cassulo handed out a sample of the post cards and flyers that the commission developed for mailing and distribution by the Town. The Board discussed the content of the post cards and flyers and the timing for when they should be sent out. Board members suggested that in addition to distributing the flyers to the elementary school for the kids to take home, the flyers could be posted at Pages Corner store, the Library, Ace Hardware store in Goffstown and at the churches. The Board also discussed inserting the flyer into The Goffstown News and The Connection.

The Board agreed to make minor changes to the cards and flyers indicating that the survey can be found on the Town’s website and agreed to begin distributing them as soon as possible.

Brian Pike said the Selectmen could announce the Master Plan Community Survey at a Selectman's meeting and encourage residents to complete the survey and otherwise participate in the Master Plan updates.

Joanne Cassulo detailed the work that CNHRPC would perform to update the Transportation section of the Master Plan and to update demographic data and population projections.

OTHER BUSINESS:

None.

ADJOURN:

Brian Pike made a MOTION to adjourn the meeting at 8:05 p.m.

Chuck Frost SECONDED the motion. The motion PASSED unanimously.

**Respectfully submitted,
Stephen Laurin
Building, Planning and Zoning Administrative Assistant**