

- A. CALL TO ORDER:** The meeting was called to order at 7:00 p.m.
- B. ROLL CALL: Present:** C. Brown, Chairwoman; T. Franciosa, Vice Chairman;  
B. Mutrie, S. Volpone, T. Santora, Members;  
G. Parish, G. Hardee, Alternate Member;  
M. Kasprzak, Selectmen's Representative;  
D. Smith, Circuit Rider Planner; K. Croteau, Secretary;  
**Not Present:** A. Tonry, Member; P. Stone, Alternate Member;  
M. Sikorski, Building Inspector;

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Chairwoman Brown appointed Alternate Member G. Parish as a voting member for this meeting.

**C. REVIEW AND APPROVAL OF PREVIOUS MEETING MINUTES**  
**December 10, 2013 and January 7, 2014.**

Minutes – December 10, 2013

**MOTION:** To approve the minutes of the December 10, 2013 meeting as written.

**MOTION: T. FRANCIOSA**

**SECOND: M. KASPRZAK**

**UNANIMOUS**

Minutes – January 7, 2014

Chairwoman Brown asked that the minutes be amended to add the following sentence at the end for clarification in reference to T. Franciosa's comments regarding the Janvrin subdivision parcels:  
*Removal of parcels in the Town Common District that abut the Janvrin subdivision will be reviewed at the next public hearing.*

B. Mutrie asked that the second sentence of the last paragraph on page 2 be amended by replacing it with the following sentence:

*He asked what the Planning Board felt the potential was for increased Town Police and other services due to potential increase in number of lots.*

B. Mutrie asked that the first sentence of the 8<sup>th</sup> paragraph on page 4 be amended by adding to it:  
*...abutting B. Woodward's conservation lot.*

T. Santora referred to page 4, paragraph 6 regarding private emails; he stated he did not want to be tied to the private emails. After discussion it was decided to amend this paragraph by removing the first sentence and replacing it with the following:

*A lengthy discussion took place regarding the dissemination of Town information via the Town Website and or email lists that were determined to be private.*

**MOTION:** To accept the minutes of the January 7, 2014 public hearing as amended.

**MOTION: B. MUTRIE**

**SECOND: M. KASPRZAK**

**ONE ABSTENTION; 5 IN FAVOR; PASSES**

The minutes of the January 21, 2014 Public Hearing were reviewed at this time.

Chairwoman Brown asked that the minutes be amended to add "and votes" to the last sentence of the last paragraph on page 2 as follows:

The previous motions *and votes* were cancelled out and redone without discussion as follows:

**MOTION:** To accept the minutes of the January 21, 2014 Public Hearing as amended.  
**MOTION:** S. VOLPONE  
**SECOND:** T. SANTORA  
3 ABSTENTION; 4 IN FAVOR; PASSES

**D. OTHER BUSINESS**

Minutes from 1/16/2014 meeting with Seabrook.

Chairwoman Brown reported that she, Vice Chairman Franciosa and D. Smith had attended a very productive meeting with representatives from the Town of Seabrook on January 16.

T. Franciosa referred to a Proposed Zoning Amendment Fact Sheet the Town of Seabrook had put together to present to voters at its deliberative session. He suggested the Town of Hampton Falls prepare its own fact sheet. All were in agreement; D. Smith offered to put together a fact sheet for the deliberative session.

**E. COMMUNICATIONS TO BOARD MEMBERS**

1. Letter regarding permitted uses – (Sanders & McDermott 9/25/01)

Chairwoman Brown noted that a question regarding fireworks had been addressed at one of the previous public hearings; as a result of some confusion regarding that matter, she asked that all members read the permitted uses letter dated 9/25/01 from Planning Board counsel and keep it in their binders for future reference.

At this time, a lengthy discussion took place regarding communication to the public with reference to emails, flyers and the Town Website. As a result of this discussion the following motion was made.

**MOTION:** To have the Planning Board ask the Town Administrator to provide a Planning Board “Subscribe To” link on the Town Website.

**MOTION:** B. MUTRIE  
**SECOND:** T. FRANCIOSA  
**UNANIMOUS; PASSES**

2. Town and City article “Upgrades to Wireless Infrastructure”  
The Board acknowledged the “Upgrades to Wireless Infrastructure” article.

3. UNH – 2014-2015 Assistance Program for N. H. Coastal Zone Communities  
Chairwoman Brown referred to the letter and application received. T. Santora offered to contact B. Burns and get back to Chairwoman Brown in regard to establishing a point person for this project team.

4. The Source – Great Bay Matters- Winter 2014  
Chairwoman Brown mentioned this publication was available at the Town Offices.

**F. ADJOURNMENT**

**MOTION:** To adjourn the meeting at 9:05 p.m.  
**MOTION:** M. KASPRZAK  
**SECOND:** S. VOLPONE  
**UNANIMOUS; PASSES**