

**BUSINESS MEETING
DRAFT**

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

The Chairman read a letter submitted by G. Hardee notifying the Board of his resignation as an Alternate Member.

C. ORGANIZATIONAL MEETING

1. Nomination and Election of Chairman

MOTION: To nominate and elect C. Brown as Chairman for 2014 – 2015.

MOTION: A. TONRY

SECOND: A. FRANCIOSA

Hearing no further nominations, the vote was called.

VOTE: 6 IN FAVOR, 1 ABSTENTION, PASSES

2. Nomination and Election of Vice Chairman

MOTION: To nominate and elect A. Franciosa as Vice-Chairman for 2014-2015.

MOTION: A. TONRY

SECOND: G. PARISH

Hearing no further nominations, the vote was called.

VOTE: 6 IN FAVOR, 1 ABSTENTION, PASSES

At this point, the Chairman explained the practice of assigning past members as alternates and the Alternate Membership/Committee Membership nominations were addressed in the following order:

3. Alternate Membership

To appoint B. Mutrie as an Alternate Member to the Planning Board for a three-year term.

MOTION: G. PARISH

SECOND: A. FRANCIOSA

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Hearing no further nominations, the vote was called.

VOTE: 7 IN FAVOR, UNANIMOUS

4. Committee Membership

CIP Committee

C. Brown-Chair, J. Ratigan, L. Ruest, P. Robart, M. Kasprzak, T. Santora, L. Brown-Kucharski, Building Inspector/non-voting

Road Committee:

A. Franciosa-Chair, L. Smith, L.Ruest, G. Parish, S. Hanson, Building Inspector/non-voting, Road Agent/non-voting

Ordinance and Regulations Review Committee:

B. Mutrie-Chair, A. Tonry, A. Franciosa, C. Brown, G. Parish, P. Stone, T. Santora, Circuit Rider Planner/non-voting, Building Inspector/non-voting

The Chairman said she is in the process of determining the Master Plan Committee membership.

D. REVIEW AND APPROVAL OF PREVIOUS MEETING MINUTES –February 25, 2014.

Revision to page one, paragraph five was made as follows:

D. Smith noted all professional stamps should be included on the final plan. Mr. Doucet asked if he removed the wetlands delineation from the plan would that take away the requirement for the wetland scientist stamp. The Board agreed to this suggestion and asked Mr. Doucet to remove the wetlands delineation from the plan- *as this application is for a simple lot line adjustment thus wetland designation lines do not need to be denoted.*

MOTION: To approve the minutes of the February 25, 2014 meeting as amended.

MOTION: M. KASPRZAK

SECOND: A. FRANCIOSA

VOTE: 4 IN FAVOR, 3 ABSTENTIONS, PASSES

E. OTHER BUSINESS

COMMITTEE REPORTS – ORDINANCE AND REGULATIONS REVIEW COMMITTEE

The Board acknowledged the minutes of the March 5, 2014 of the Ordinance and Regulations Review Committee.

DISCUSSION RE: MOU BETWEEN THE TOWN OF HAMPTON FALLS AND NHDOT

The Board reviewed the Memorandum of Understanding for Coordinating Highway Access Management between the New Hampshire Department of Transportation and the Town of Seabrook as an example for what needs to be completed per the grant. D. Smith explained that

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it was essentially an agreement between the Town and the NHDOT regarding driveway permits where the NHDOT will notify the town and Planning Board of an application for permit to have a line of communication for discussion and analysis to develop an access management plan.

After lengthy discussion, it was decided that D. Smith would ask D. Walker, Transportation Program Manager from the Rockingham Planning Commission, to attend the next meeting of the Ordinance and Regulations Review Committee on April 9th at 7:30 a.m. D. Smith will provide a draft for the meeting. Subsequent to that meeting, the Chairman asked that NHDOT, District Engineer, Douglas DePorter from District Six be invited to attend the April 22nd Planning Board meeting. The Board hopes to provide a draft of the MOU to the NH Housing Authority by the end of April.

G. Parish asked how long the MOU would be good for. In response, D. Smith noted it would be referenced in the Master Plan under the Transportation chapter.

T. Santora asked who would sign the MOU. D. Smith explained that the agreement is between the Town's Planning Board and the State, not between the State and individual land owners. He explained that currently when a driveway permit is requested, the State notifies the Town, which gives the Town time to respond if there is an issue. The goal of the MOU is to make the NHDOT aware of any access standards the Town has promoted such as landscaping or traffic calming devices that can be listed in the MOU.

G. Parish suggested referring to the items listed as an addendum rather than an appendix in the MOU.

F. COMMUNICATIONS TO BOARD MEMBERS

1. Rockingham County Conservation District - Annual Report for 2013
2. NH OEP Annual Spring Conference May 3, 2014 Whitefield NH – C. Brown noted information regarding the Conference would be mailed to members, she asked that Board members planning to attend this conference submit completed registration forms to K. Croteau so that she can arrange for registration and payment of fees.

The Chairman asked if there were any questions.

G. Parish asked if anyone was aware of what the NHDOT was planning to present at the meeting scheduled for April 9th at 7:00 p.m. with regard to the I95 Bridge on the Taylor River. No one in the room had information regarding what the NHDOT would be presenting at this meeting.

M. Kasprzak asked when Unitil would be before the Board regarding trimming on Scenic Roadways. The Chairman said Unitil is on the April agenda. M. Kasprzak also noted that there was a new food service business operating on Route 1 and wondered if all permits were in place. The Chairman took the information and will contact the Building Inspector.

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T. Santora questioned whether or not the Board should promote the new zoning changes to commercial brokers. He asked if D. Smith had any experience or suggestions in this regard.

In conjunction with this, A. Franciosa brought up the issue of the discussions with Seabrook that have taken place regarding the topic of sewer service. A lengthy discussion took place. B. Mutrie suggested incorporating questions into the survey for the Master Plan to get an idea of what the residents of Hampton Falls opinions are on this matter.

G. Parish said he thought T. Santora had a good idea with promoting the zoning changes and suggested talking to other Town's for their ideas.

To this, A. Tonry asked if it would be appropriate for a Town to promote itself. D. Smith suggested this might be a matter for an Economic Development Committee or a question for the Board of Selectmen.

L. Brown- Kucharski asked, if anyone had actually figured out what the total build out would be for the three new districts. C. Brown said that would depend on a number of factors including what types of businesses would be there.

G. ADJOURNMENT

MOTION: To adjourn the meeting at 8:38 p.m.

MOTION: M. KASPRZAK

SECOND: A. TONRY

UNANIMOUS

NEXT MEETING SCHEDULED TUESDAY, April 22, 2014 7:00 p.m.