

MINUTES
Business Meeting
Sanbornton Planning Board

Meeting Date and Time: Thursday, December 15, 2016 at 7:00 PM

Meeting Place: Town Offices, 573 Sanborn Road, Sanbornton, N.H.

The meeting was called to order by Chair Evelyn Auger at 7:00 PM

Roll Call

Regular Members present: Will Ellis, Chair Evelyn Auger, Don Bormes, Dick Gardner

Alternate Members present: Jody Slack

Alternate Members absent: Gail Morrison, Justin Barriault

Others present at the meeting: Town Planner, Bob Ward

Approval of draft Planning Board minutes from 12/1 – Dick Gardner made a **motion** to approve the draft minutes of 12/1. Don Bormes **seconded** the motion and the **motion passed unanimously**.

New Business

- a. **Public Hearing: Proposed boundary line adjustment as requested by Daniel and Carolyn Bednarek, Victor Hasek and Barry Hermit Lake Trust, as co-applicants, concern properties located at 82, 88, and 70 Hermit Lake Rd.**

Surveyor Ron Johnson explained that the parcels involved in this request are already non-conforming. The property was purchased by the Bednareks with incorrect boundary lines represented. Part of the Bednarek's home is located on the Hasek's land, and the Hasek's driveway is on the Bednarek's land. This proposal will remedy this and small pieces of land are being swapped essentially to create the correct boundary lines. No changes to actual structures will be needed. Mr. Johnson also stated that this has already come before the ZBA and a Variance was approved. Dick Gardner asked who initiated this boundary line adjustment and Mr. Johnson responded that all three parties have signed the application and have been trying to remedy this for several years. Mr. Johnson also stated that the Applicants are requested waivers from requirements #15, 17, 19 and 25 as they do not apply.

Dick Gardner made a motion to grant the waivers as presented by Mr. Johnson. Don Bormes seconded the motion and the motion passed unanimously. Dick Gardner made a motion to accept the application as complete. Don Bormes seconded the motion and the motion passed unanimously. Dick Gardner made a motion to approve the application as presented. Don Bormes seconded the motion and the motion passed unanimously.

Ron Johnson suggested to the Planning Board that they look at eliminating their requirement of a green card receipt when certified mail is sent to abutters. He also suggested eliminating the requirement of a hand-drawn sketch as those are no longer used by surveyors. The Planning Board agreed to take this under advisement.

- b. **Review of Town Planner job description** – Chair Evelyn Auger stated that the Select Board will review this job description after the Planning Board reviews it, and vote on the document before submitting to Thornton & Associates for the Town's pay matrix study.

She stated that the new description has been updated to reflect the new format of all Town job descriptions, and also to include a statement about economic development. Dick Gardner stated that he feels the job summary should still state that the Board of Selectmen have the authority to hire and dismiss the Town Planner, as the previous draft states. Chair Evelyn Auger stated that the new job summary refers to RSA 673:16 which clearly states that the Planner works for the Planning Board. She also stated that if the Select Board wants to change any part of the new draft they will do so.

Will Ellis stated that he does not think the Town Planner job description should include economic development at this point. Don Bormes mentioned that that responsibility can be listed in the Planner's job description for now, but in the future, an employee dedicated to just economic development may be appointed.

Dick Gardner noted that the phrase "comprehensive economic development" should be edited to say just "economic development", as the Town Planner is limited in the hours he has to work with.

The Town Planner will make the final changes discussed by the Planning Board and submit to the Select Board and Town Administrator.

- c. **Review of amendments for Site Plan Regulations** – Town Planner Bob Ward provided a copy of the Boscawen Site Plan Review Regulations. Both he and Will Ellis stated that they have reviewed the New Hampton regulations as well, but those were not very detailed and are not a good example. Town Planner Ward stated that Meredith and Gilford have some of the better site plan review regulations that he has seen. The Planning Board will review other towns' site plan review regulations and come with ideas for any amendments that may be needed for Sanbornton's at the next meeting.

Old Business

- a. **Update on proposed Bull Fish gravel pit on Johnson Rd** – Town Planner Ward explained that the ZBA is still waiting for the home valuation study on homes located around a commercial gravel pit from the Stanhope Group, as well as the new hydrogeology study from Terracon. Dick Gardner stated that he wonders if the ZBA will get a definitive answer about the aquifer if the study is not measuring water levels over an extended period. Town Planner Ward stated that he has met with another partner of the Bull Fish group, Dick Edmunds, who intends to purchase the Bull Fish company.
- b. **Non-meeting with Town Attorney Chris Boldt regarding administration decision of Planning Board** – Will Ellis had asked to be invited to the ZBA's meeting with counsel regarding the KREBS Farm request for Appeal of Administrative Decision. Chair Evelyn Auger stated that the Attorney's response to this request was that he suggests only having ZBA members attend that non-meeting. The public hearing regarding this request is Thursday December 22 at 7:00 and anyone can attend.

Meeting adjourned at 9:15 The next meeting is scheduled for Thursday, January 5 at 7:00.

Respectfully submitted,

Audry Barriault