

**MINUTES**  
**Business Meeting**  
**Sanbornton Planning Board**

**Meeting Date and Time:** Thursday, August 18, 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, Planning Board Chair Evelyn Auger,  
Selectman John Olmstead, Dick Gardner

Alternate Members present: Justin Barriault (seated for Don Bormes), Gail  
Morrison

Regular Members absent: Don Bormes

Alternate Members absent: Jody Slack

**Others present at the meeting:** Town Planner, Bob Ward

**Review of draft PB minutes of 8/4/16** – Dick Gardner made a **motion** to approve the minutes of 8/4. Will Ellis **seconded** the motion. Will Ellis abstained from voting and the **motion passed**.

**New Business**

**a. Consideration of Hold Harmless Agreement request for new construction on 14 Osborne Circle, Tax Map 11, Lot 48, per provisions of RSA 674:41** – This proposed new construction requiring a Hold Harmless Agreement is replacing an existing building using the same footprint. Chair Evelyn Auger stated that the Planning Board needs to decide on the legitimacy of the Hold Harmless Agreement itself so that members can vote on the merits of each individual case, not whether or not they agree with the process of having a Hold Harmless Agreement. Will Ellis stated he will contact the New Hampshire Municipal Association for clarification on the RSA requiring this. Dick Gardner made a **motion** to recommend that the Select Board allow the permitting officer to issue a building permit to the Applicant. Justin Barriault **seconded** the motion and the **motion passed**, with Selectman John Olmstead abstaining.

**b. Update regarding Economic Development** – Town Planner Bob Ward notified the Board that he is looking at ways to begin Sanbornton-appropriate Economic Development within the Town. Planner Ward attended a recent meeting with the Laconia Indian Historical Association, the group that puts on Pow Wows on Osgood Rd, and has ideas for the 90-acre property including an educational center, museum, or gift shop that can generate tax revenue. Will Ellis asked where people would go after visiting a place like this, and Town Planner Ward responded that other businesses could then be added to eventually make a visit to Sanbornton an all-day event.

Will Ellis stated that we need to update the site plan review section of the Ordinance before inviting commercial businesses into town, and the Planner agreed that this section has not been revised in quite a while. Chair Evelyn Auger stated that each member should review the site plan section of the Ordinance before the next meeting and see if anything needs to be changed. Town Planner Ward mentioned that he is researching existing tax maps and working on creating a list of available properties for possible economic development.

**c. Continued discussion on FY18 Planning Board Budget** - Dick Gardner suggested coming up with two separate budgets, one for Planning Board and one for Economic Development. The other PB members agreed, and Town Planner Ward stated that he can list two categories within the Economic Development budget, one for salary and one for

marketing, printing, etc. Selectman John Olmstead mentioned that being specific on the budget is important otherwise it may not get passed. Justin Barriault stated that asking for an extra \$1,000 for additional Economic Development tasks would be better than asking for \$5,000, as Sanbornton residents may expect that a higher budget means more work being put towards bringing in big box stores rather than Sanbornton-appropriate businesses. Chair Evelyn Auger stated that the Planning Board can ask for \$5,000 and the Select Board or Budget Committee can approve less. Will Ellis suggested that the Planner work on the budgets and bring them back next meeting to be approved by the Planning Board, as he knows what is required of the job. The Planner will draft a proposed budget for the next meeting.

**d. Discussion re allocation of Town Planner's hours to support ZBA and HDC** - Town Planner Ward stated that he has discussed with the Historic District Committee the need to have a separate line item in their budget for the use of the Planner, as these hours have previously come out of the Planning Board's budget. He also stated that the Planner hours for the ZBA have been buried into the Town Health Officer line and need to be broken out separately.

#### **Old Business**

- a. Update on Keach-Nordstrom Associates/Terracon hydrogeology report for proposed gravel pit operation on Johnson Rd** – Town Planner Ward has not heard from KNA or Terracon regarding the hydrogeology study being conducted, but expects the report to be completed by September.
- b. Update regarding Senior Housing** – There is now a separate committee for exploring Senior Housing and it is no longer on the agenda of the Planning Board. A public meeting to discuss Senior Housing is expected in November.
- c. Report on coordination with Conservation Commission concerning review and input** – Town Planner Ward has been in communication with Conservation Committee Chair Brad Crosby regarding the Commission's input on any Planning matters that may be of interest to that group. The Planner will notify Chair Crosby if any items will be on the PB agenda so that a Commission member can be present. Dick Gardner suggested getting input in writing from the Commission rather than requiring a member to come to a PB meeting. Will Ellis suggested the Conservation Commission giving input on the Economic Development chapter.

#### **Other Business**

- a.** Selectman John Olmstead notified the Planning Board that the Selectmen are suggesting two additional public meetings per year where boards can speak to the public and get input on certain issues, as long as it is feasible to do so. The PB members agreed this would be a good idea.
- b.** Will Ellis requested another listing of new building permits issued by the Town Planner as was provided in the past. The Planner will have one for the next meeting.

The next meeting is scheduled for Thursday, September 1<sup>st</sup>, 2016 at 7:00 p.m. to be held at the Sanbornton Town Offices.

Respectfully Submitted,

Audry Barriault