

MINUTES
Business Meeting
Sanbornton Planning Board

Meeting Date and Time: Thursday, May 5, 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: Don Bormes, Will Ellis, Planning Board Chair Evelyn Auger, Selectman John Olmstead, Dick Gardner

Alternate Members present: Jody Slack

Alternate Members absent: Justin Barriault, Gail Morrison

Others present at the meeting: Town Planner, Bob Ward

Review and Approval of draft PB minutes of 4/21 – Don Bormes made a **motion** to approve the minutes from 4/21/16. Dick Gardner **seconded** the motion and the **motion passed unanimously**.

New Business

- a. **Final review and action on applications for voluntary merger of Daniel Downes' properties located on Park View Drive** – Dick Gardner recused himself from this matter and Jody Slack was seated in his place.

Daniel Downes explained to the Board again that his merger requests will make the lots more conforming, though they will still not be completely conforming to the Town's ordinances. Chair Evelyn Auger agreed and stated that the Board is not approving the actual creation of non-conforming lots. Don Bormes asked if the setback requirements were met on the home that is already located on one of the lots owned by Mr. Downes, and Mr. Downes replied that it is not, but that home has always been there. Subject to Kara Downes' signature on the applications for merger, the board voted as follows:

Jody Slack made a **motion** to approve the application for merger of properties located on Tax Map 25, Lots 25, 37, and 42. Will Ellis **seconded** the motion and the **motion passed unanimously**.

Will Ellis made a **motion** to approve the application for merger of properties located on Tax Map 25, Lots 26, 27, 28, and 29. Jody Slack **seconded** the motion and the **motion passed unanimously**.

Will Ellis made a **motion** to approve the application for merger of properties located on Tax Map 25, Lots 30, 43, 44, and 45. Jody Slack **seconded** the motion and the **motion passed unanimously**.

Dick Gardner was seated again.

- b. **Review of Economic Development Plan draft** – The Board reviewed the draft of the Economic Development Plan to be part of Sanbornton's Master Plan. Will Ellis asked why there was data on neighboring towns' economic development and stated that it isn't of concern. Dick Gardner suggested that this section could be moved to the end of the chapter as an appendix for those who would like to see the comparison data, and the other members agreed. Town Planner Ward stated that a focus of the Board should be on the Strengths, Weaknesses, Opportunities and Threats section. Dick Gardner noted that one of the action items in the chapter is the formation of a committee to head this project, but

he believes there needs to be an executive leader to take on the tasks of economic development instead of a committee.

Jody Slack mentioned that an inventory of available commercial properties is necessary before marketing Sanbornton to potential businesses, and Chair Auger stated that the inventory can be worked on while marketing Sanbornton at the same time. Town Planner Ward feels that agriculture-based businesses would be most appealing to the townspeople instead of big box stores as long as there are taxable structures, and Dick Gardner feels that the Town cannot pick and choose the businesses if they want to gain tax revenue. At the request of the Planning Board, Selectman John Olmstead will ask for the Selectmen's opinion and approval for the Town Planner to take on the tasks associated with Economic Development.

Dick Gardner made a **motion** to accept the draft of the Economic Development chapter subject to deletion of the phrase "economic development committee" and replacing it with "economic development officer", and moving other towns' economic data to the appendix. Don Bormes **seconded** the motion and the **motion passed unanimously**.

- c. **Action of Planning Board to inform property owners of rights under RSA674:39-aa via mailed notice** – Property owners affected by the mandatory merger ordinance have until December 31st 2016 to un-merge property. Town Planner Ward stated that the cost to have a written notice of this deadline inserted in the Town's tax bills will be \$166. Chair Evelyn Auger stated that this money should come from the Selectmen's budget as the Select Board enacted the mandatory merging of properties, not the Planning Board. Dick Gardner does not feel that a notice needs to be sent at all. Evelyn asked for a straw vote for who is in favor of Selectman John Olmstead presenting this matter to the Select Board. The majority were in favor, John Olmstead abstained and Dick Gardner voted No.

Old Business

- a. **Update on application for un-merger request from Bridget Gillis. Property is located on Circle Drive and Circle Point Road (Tax Map 8/Lot 49)** – The Planning Board approved the un-merger request for Ms. Gillis at the previous meeting. Town Planner Bob Ward stated that since that meeting, Ms. Gillis met with her surveyor and decided not to pursue the un-merger.

Other Business

- a. **Select Board Update** – Selectman John Olmstead stated that he asked the Select Board if the Town Planner could no longer be under the Department Head (Town Administrator) and the answer was No, and that the Town Planner position does not fit in any of the other Town departments. Chair Evelyn Auger stated that she will seek legal advice regarding this as an individual. She also asked that Selectman Olmstead check with the Town Administrator on last year's attorney fees for the ZBA and Planning Board for budget purposes.
- b. **Request for building reports** – Will Ellis mentioned that he would like to see a report from the Town Planner on new buildings being constructed in the Town at future PB meetings.

Meeting adjourned at 9:15 pm.

The next meeting is scheduled for Thursday, May 19th, 2016 at 7:00 p.m. to be held at the Sanbornton Town Offices.

Respectfully submitted,

Audry Barriault