

MINUTES
PLANNING BOARD MEETING
SEPTEMBER 7, 2016

PRESENT: Bert Hamill, Chairman, Ed Dekker, Liz Freeman, Tim Jones, David Lage, Deirdre Daley, Louise DelPapa

The meeting was called to order at 7:30 p.m. at the Town Office.

Bert appointed Deirdre to fill in for Ned.

The Board reviewed the minutes of the August 17, 2016 meeting and Bert accepted the minutes as written.

Bert stated that Louise received an email from Mr. Litchfield, Builders Land Company, requesting that he speak to Bert regarding the paving of Green Farm Rd. and Jacqueline Drive. Bert stated he called Mr. Litchfield and left a message. He is waiting for Mr. Litchfield to respond.

Bert mentioned Louise emailed information to the Board members regarding educational classes and to please contact Louise to make the arrangements if you plan to attend.

Bert read an email dated August 31, 2016 from Bruce Simpson, USA Properties, requesting a copy of the minutes of the August 3, 2016 meeting. Mr. Simpson requested the technical issues discussed with the Town Engineer. The Board discussed having Attorney Gary Kinyon draft a letter to Mr. Simpson stating that particular portion of the meeting was a non-meeting and no minutes or audio recordings were taken. Bert will contact Attorney Kinyon to draft a letter to Mr. Simpson.

Dave Lage, as the representative for the Selectmen, stated he would like to make the Planning Board aware of USA Properties request of Stowell Road be reclassified to a class 5 road from a class 6 road. Back in 1990, Mr. Holden (owner of the property at the time) requested the road become a class 5 road. Dave stated after researching this issue the Town records indicate the road is a class 5 road. The Board of Selectmen are sending a letter to USA Properties for clarification.

Time Change for Meetings

The Board discussed changing the starting time of the meeting back to 7:00 p.m. beginning October 5, 2016. Liz made a motion to change the time of the meeting to 7:00 p.m. Dave seconded the motioned and it passed unanimously.

Capital Improvements Plan

Bert and Deirdre discussed proposing a CIP committee giving authority/responsibility to a member of the Selectmen, Planning Board, Budget Committee and possibly a resident of the town and take the full responsibility off of the Planning Board. Deirdre composed a draft warrant article to appoint a Capital Improvements Plan Committee which was distributed via email. The Board discussed forming a committee based on Deirdre's research. Deirdre and Bert will continue to work on this project and simplify the plan.

Proposed Amendments to Site Plan and Subdivision Regulations

The Board reviewed the proposed amendment for the submission of plans which will be 21 days prior to the meeting along with a PDF submitted electronically. Bert stated the language is the same for the Site Plan and Subdivision Regulations. The Board discussed the continuance of hearings and seven days prior for submission of revised plans. The Board discussed requesting the plans be submitted 7 days prior to the meeting, but it will not be mandated. The Board discussed the last sentence; "Failure by the applicant to submit the required documentation and meet with the Planning Board within 365 days of the last previous hearing will cause the application to lapse and be grounds for denial without prejudice." Liz requested Bert check on the time frame to ensure it is correct. Bert will make the changes discussed and submit the corrected amendments.

Master Plan – Tim Jones

Tim has contacted the UNH Cooperative Extension, the Town of Londonderry, Peter Throop, Town Planner for Peterborough and Sue Chalott, Committee member in Peterborough. Tim stated he is waiting for responses from UNH and the Town of Londonderry and feels he is moving forward on getting information to make a recommendation to the Board. Deirdre stated the Town needs to prepare for the future and was concerned the Town may need to update the master plan in ten years from now. A discussion followed on how to make New Ipswich a desirable place to live. Tim will report to the Board at the October 5, 2016 meeting and make his recommendations on how the Board should proceed with the Master Plan.

Performance Bond Amendment

Ed read the corrected Performance Bond Amendment. The changes were made with bold text or strike outs for deletions. A correction was made in paragraph D, the first sentence, change base coat to read base **course**. A discussion followed regarding pulling the bond or the surety when the contractor is not in compliance. Dave requested a legal opinion from Attorney Kinyon regarding the strike out/deletion of the Board of Selectmen on paragraphs B. 2. and F. Ed will contact Attorney Kinyon. Ed made a motion to schedule a hearing to approve the changes to the Site Plan Regulations subject to legal review. Tim seconded the motion and it passed unanimously. The Board discussed scheduling a hearing for the amendments to the Site Plan and Subdivision Regulations for the October 19, 2016 meeting. The amendments are: Performance Bond, Industrial Noise Measurement, Submission Requirements and Active

Substantial Development. Bert will submit to Louise a copy of the public notice for the newspaper by September 28, to be published in the paper on October 4, 2016.

Ground Water Protection Ordinance

Liz stated she spend time with Karen Miller, Conservation Commission, regarding the proposed ordinance. The Board discussed and questioned the need for this ordinance. Liz stated the State regulations may cover the issues in the proposed ordinance. Liz will send the draft of the proposed ordinance to the Board.

Building Permits

Dave mentioned the Board of Selectmen met with the Building Inspector and a new process will be in place prior to issuing the Building Permit and Occupancy Permit. Approval will be needed from all of the departments before the permits can be issued.

The meeting adjourned at 9:45.

Respectfully submitted by:

Louise DelPapa
Land Use Clerk

