

Henniker Planning Board

Approved Minutes

May 14, 2008

Members Present: Kristin Claire, Chairperson; Jim McElroy; Ron Taylor, Selectman, ex-officio; Scott Osgood; Kellie Dyjak; Ed Miner, Alternate (arrived at 7:15 pm)

Members Absent: Terry Stamps; Gary Guzouskas

Others Present: Laura Scott, Planning Consultant; Jennifer Astholz, Recording Secretary; Robert French, Jr.; Daniel Aucoin

Chairperson Claire called the meeting to order at 7:03 pm.

4/9/08 Meeting Minutes – Review and Approve

The Board reviewed and corrected the minutes of the 4/9/08 meeting. Mr. McElroy **MOVED** to accept the minutes as corrected. Mr. Taylor **SECONDED** the motion. Motion **PASSED, 5-0**.

Site Plan Review Waiver Requests

1. Mile Away Campground (Map 1, Lot 318P) 78 East Side Drive
Ms. Scott, Planning Consultant introduced Mr. French as the applicant and stated that he is proposing to install an in-ground pool at the campground. The Campground is in the Rural Residential district (ref. RSA 674.19). She stated that this is an expansion of a nonconforming, grandfathered use. She explained that he met the deadline to request a waiver of Site Plan Review, and the Planning Board has the right whether to waive it or not.

Mr. Osgood asked if it is standard procedure for the Planning Consultant to determine whether something is considered an expansion or grandfathered or whether that is the Board's responsibility. Mr. McElroy stated that since the Planning Consultant works for both the Planning and Zoning Boards, she is able to review the applications and recommend any course of action.

There was discussion amongst the Board members as to whether this constituted a "change of use" or an "expansion of use." It was the consensus of the Board that the proposed swimming pool is an expansion of a nonconforming use.

Mr. French stated that since French's Pond has not been usable for swimming in the past two years due to the cyanobacter algae, he would like to install a 20'x40' pool. He stated that the State pool application, which reviews water testing, construction, fencing, etc, has been submitted and is contingent on Town approval.

Mr. McElroy **MOVED** that the Board grant the request for waiver of Site Plan Review with the condition that the expansion of use is approved by the ZBA at its next meeting. Ron Taylor Seconded the Motion. Motion to grant waiver **PASSED, 5-0.**

Ed Miner, Alternate, arrived at 7:15 pm. Chairperson Claire appointed him to vote in place of Ms. Stamps.

2. Danny's Automotive (Map 1, Lot 522C) 488 Weare Road
Ms. Scott stated that Mr. Aucoin is requesting a waiver of Site Plan Review. She stated that he is proposing an expansion of an existing commercial use.

Mr. Aucoin stated that he currently uses a 2-post hydraulic lift. He stated that these can leak hydraulic fluid into the ground unnoticed. He also stated that this lift is not useful for today's cars and SUV's. He is proposing to restructure the roof to be able to lift cars to the ceiling. He stated that the alignment room is also too short for today's longer vehicles. A 4-post extended lift will accommodate larger vehicles and will supply more useful room. He stated that there will be no change to the exterior lighting, and the proposed changes will eliminate a problematic parking issue.

Mr. McElroy **MOVED** to grant the waiver as presented. Ms. Dyjak **SECONDED** the motion. Motion **PASSED, 6-0.**

2008 Planning Board Work List

1. Rules of Procedure

The Board reviewed the revised edition of the Rules of Procedure.

There was discussion about the Clerk's role and responsibility of having interaction with the public. Chairperson Claire expressed concern about imposing the Planning Consultant's job duties on another Town employee in the case that there is no longer a Planning Consultant. The Board revised Section 3.7 to include the wording, "The Clerk also functions as a resource accessible to the public to provide information on Town planning and zoning."

Mr. McElroy noted that the Board must vote to have meetings go later than 10:00 pm.

Mr. Taylor **MOVED** to adopt the Planning Board Rules of Procedure with the changes as recorded. Mr. McElroy **SECONDED** the motion. Motion **PASSED, 6-0.**

Miscellaneous

1. At this time, the Board members updated their Member Binders with updates supplied by Ms. Scott.

2008 Planning Board Work List (continued)

New Templates: Ms. Scott stated that the Road Deed Template, the Easement Template, the Letter of Credit Template and the Inspection Funding Agreement Template have been developed. She stated that this will help to reduce the number of legal reviews

needed when dealing with these items. She stated that previous deeds and easements did not require signatures from the Board of Selectmen. These documents will correct these issues and standardize the information that is required. Ms. Scott stated that Town legal counsel has already reviewed these templates.

Members of the Board stated that these revised documents will be very helpful. Mr. Miner suggested correcting the date within the forms to read "20__."

Mr. McElroy **MOVED** to accept the proposed templates as corrected. Mr. Taylor **SECONDED** the motion.

The Board then thought that it would be better to accept each template individually. Mr. McElroy withdrew the motion, with the approval of Mr. Taylor and the consent of the Board.

Ms. Dyjak **MOVED** to accept the Warranty Deed for Town Road template. Mr. McElroy **SECONDED** the motion. Motion **PASSED, 6-0.**

Mr. Taylor **MOVED** to accept the Easement Deed template. Ms. Dyjak **SECONDED** the motion. Motion **PASSED, 6-0.**

Mr. McElroy **MOVED** to accept the Inspection Funding Agreement template. Ms. Dyjak **SECONDED** the motion. Motion **PASSED, 6-0.**

Ms. Dyjak **MOVED** to accept the Letter of Credit template. Mr. Taylor **SECONDED** the motion. Motion **PASSED, 6-0.**

Miscellaneous

2. Innovative Land Use Workshop: This workshop is being held on May 22, 2008 at the Henniker Community Center at 6:30 pm.

3. OEP Conference Feedback: Ms. Scott and Mr. McElroy attended the conference. The workshop sessions are supposed to be available on the OEP website. Mr. McElroy stated that he attended a presentation about "workforce housing" which spoke to a Town's obligations.

Additional Items Added to Agenda

1. CNHRPC and Transportation Advisory Committees: Mr. McElroy stated that Henniker is allowed 2 representatives to the Regional Planning Commission. He stated that Henniker is in the region defined by Concord and 19 surrounding towns. Membership is voluntary, and there are 1 or 2 towns not participating in this region. Ms. Scott stated that this is the avenue for State and other monies (grants from FEMA, DOT, etc.) to be awarded. The CNHRPC provides training and disseminates information and coordinates planning activities. The Planning Commission meets quarterly. The transportation committee meets the third Thursday of the month.

Mr. Osgood and Ms. Dyjak expressed interest in representing Henniker at the CNHRPC. Mr. Osgood would like to continue on the Transportation Committee.

Mr. McElroy **MOVED** to recommend Kellie Dyjak and Scott Osgood to the Board of Selectmen for their appointment to the CNHRPC. Chairperson Claire **SECONDED** the motion. Motion **PASSED, 4-0-2** (Mr. Osgood & Ms. Dyjak abstained.)

2. Traffic Counters

Ms. Scott stated that the Town may request traffic counters at various intersections. She has spoken to the Road Agent and Police Dept. to see where they would like counts done. She stated that the counts must be done on paved roads. The following is the final list:

- 1) On Hall Ave. at Post Office Place (Police);
- 2) On Davison Rd. at Rte. 114;
- 3) On Old Concord Road east of State Shed Rd. (Request for study to be done in the fall);
- 4) On River Rd. at Hopkinton Town Line;
- 5) On Old Hillsborough Road at Hillsborough Town Line;
- 6) On Morrison Rd. at the paved apron at Old Hillsborough Rd. (Road Agent requested that this be done in the summer)
- 7) Post Office Place at Rte. 114;
- 8) Old Concord Road connector of Old W. Hopkinton Rd. spur at Rte. 202/9;
- 9) On Western Ave. at Rte. 114 (Requested to be done after 9/1)

Mr. Taylor stated that Davison Road has been striped.

Visioning Session

The Board members discussed coordination of information between the Planning Board and the ZBA. It was stated that Board members can attend ZBA meetings as public citizens, although it may be difficult to always remain unbiased when the application comes to the Planning Board.

Ms. Scott stated that the tax mapping contract has been awarded to Don Dollard. Processing of digital maps has begun.

Ms. Scott stated that issues related to excavation will be reviewed at the next work session.

Adjournment

Ms. Dyjak **MOVED** to adjourn at 8:47 pm. Mr. McElroy **SECONDED** the motion, and it **PASSED, 6-0**.

Respectfully submitted,
Jennifer Astholz
Recording Secretary