

PLANNING BOARD MINUTES

August 8, 2007

ROLL CALL:

Ruth-Ellen Post, Chairman – Present	Ross McLeod, Vice Chairman – Excused
Nancy Prendergast, Secretary – Present	Walter Kolodziej, Regular Member – Excused
Phil LoChiatto, Regular Member – Excused	Pam Skinner, Regular Member – Present
Neelima Gogumalla, Alternate – Excused	Rick Okerman, Alternate – Present
Alan Carpenter, Selectmen Member – Excused	Margaret Crisler, Selectmen Alternate – Present

STAFF:

Al Turner, Director of Planning and Development – Present
Shaun Logue, Town Planner – Present

- *Ms. Post opened the meeting at 7:00 pm.*
- *Mr. Okerman replaced Mr. McLeod.*
- *The Board stood and recited the Pledge of Allegiance.*

BOND:

- Windham Cooperative Kindergarten, new bond, \$3500. Board discussion: The bond is to cover the costs of landscaping. Mr. Okerman motioned to approved. Ms. Skinner seconded. Passed 4-0-1. Mrs. Crisler abstained as she is working on the landscaping for the kindergarten.

SIGN PERMITS:

- Windham Cooperative Kindergarten. Board discussion: The lighting plan has been provided, the location of the sign, there is a free-standing sign and a wall sign, and the colors of the signs. Ms. Prendergast motioned to approve both the free-standing and wall mounted signs as submitted for the Cooperative Kindergarten. Mr. Okerman seconded. Passed 4-0-1. Mrs. Crisler abstained due to her involvement with the Cooperative Kindergarten.

CORRESPONDENCE:

- Letter from Michelle Pallaraia regarding a small business which would be an ice cream float boat on Cobbetts Pond. Board discussion: This should be forwarded to the Selectmen;
- Memo regarding the letter of credit to the State of NH regarding the work being done on Rt 111 at the intersection of Faith Road. Mr. Turner stated he sent a letter to Attorney Campbell asking which Board has jurisdiction of the approved Clarke Farm Subdivision;
- Memo from David Sullivan regarding the possible land sale of Town owned lots 16-P-510 and 520. Board discussion: There was an earlier request in 1998, there are four Town owned lots that abut each other, it's a fast growing neighborhood on undersized lots, the land could be used in the future for septic systems, and lots should remain as open space. Ms. Skinner motioned to recommend to the Selectmen that the Town retain lots 16-P-510 and 520 in the Town's possession to: 1) avoid further congestion; and 2) preserve for future needs of the Town. Mr. Okerman seconded. Passed 4-0-1. Mrs. Crisler abstained;
- Copies of the letter that went out to people that were interviewed for the CIP committee;
- Email to Ms. Post regarding unauthorized correspondence to the Board from Chris Rossetti. Board discussion regarding the use of electronic devices such as cell phones, PDA's and laptops during meetings, concern will be forwarded to Attorney Campbell for advice;
- Letter from the Town of Newfields regarding a wireless service facility;
- Flyer titled "GIS for Community Decision Makers in Concord, NH". Board discussion: Town GIS

lot lines are off. Staff will check into.

LIAISON REPORTS:

- Conservation Commission: Ms. Skinner stated that a Site Walk is planned for Libbey Road for a wetland violation. Mr. Turner stated that the applicant wants a second opinion.

OLD/NEW BUSINESS:

- Mrs. Crisler, CTAP representative, stated that professional consultants are recommending CTAP neighborhood chats regarding the Route 93 improvements. Board discussion: What is the purpose and how would they use the information? This would be a costly endeavor. Recommend a Town Hall meeting to update Town citizens, and possibly break out into groups to further discuss specific impact in different areas of Town.

PUBLIC MATTERS:

Interpretation of the Planning Board Bylaws in Regards to the Capital Improvements Committee Makeup

Input requested from Attorney Campbell at the August 1 meeting has not been received. The Board discussed the makeup of the CIP including representation of schools and departments. The School Board member represents all of the schools and the Selectman member represents Town departments. What was the meaning of citizen member when by-laws were drafted? Can a citizen member of the CIP sit on another Board in Town? How does that appear to the public? The Board reviewed RSA 674:5 whose only requirement is that one Planning Board member be on the CIP. Mr. Breton's appointment to the CIP was also discussed. He was appointed as a citizen member prior to being elected as a Selectman. Continuing his appointment would then allow two Selectmen to sit as members of the CIP. The Board discussed discouraging duplicate representation in the future and grand-fathering existing appointments. The Board further discussed having members of other Boards in Town not currently represented on the CIP be considered for CIP citizen member appointments. Alternate members to the CIP were also discussed. Windham Rules and Procedures will be updated for future discussion.

Mr. Okerman motioned to adjourn. Mrs. Crisler seconded. Passed 5-0. Meeting adjourned at 8:53 pm.

These minutes are in draft form and have not yet been reviewed and approved.
Respectfully submitted, Nancy Charland