

PLANNING BOARD MINUTES
January 30, 2008

ROLL CALL:

Ruth-Ellen Post, Chairman – Present
Nancy Prendergast, Secretary – Excused
Phil LoChiatto, Regular Member – Present
Neelima Gogumalla, Alternate – Present
Alan Carpenter, Selectmen Member – Excused

Ross McLeod, Vice Chairman – Present
Walter Kolodziej, Regular Member – Present
Pam Skinner, Regular Member – Present
Rick Okerman, Alternate – Present
Margaret Crisler, Selectmen Alternate – Present

STAFF:

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

OTHERS PRESENT:

Bruce Mayberry, Impact Fee Consultant
Roger Hohenberger, Selectmen
Tom McPherson, Fire Chief
Gerry Lewis, Police Chief
Bob Leuci, Deputy Fire Chief

- Ms. Post opened the meeting at 7:00 pm;
- The Board stood and recited the Pledge of Allegiance;
- Ms. Gogumalla replaced Ms. Prendergast.

MINUTES:

- Mr. McLeod motioned to approve the January 16 minutes. Mrs. Crisler seconded. Passed 4-3. Mr. Kolodziej, Ms. Skinner, and Ms. Post abstained.

CORRESPONDENCE:

- Copy of a letter to the Selectmen from the Cobbetts Pond Improvement Association attorney regarding the potential sale of town-owned land lots 21-W-6, 15A & 2;
- Copy of a Dredge and Fill application for Lowell Road;
- Letter from PSNH regarding transmission line easements, procedures and survey requirements;
- Abutter notification from the Town of Derry regarding a 7-lot subdivision;
- Flyer title USDA Rural Development's Energy and Value-Added Grant Workshops at the NH Farm and Forest Exposition;
- Flyer title Regional Brownfields Assessment Program.

BOND:

- 8 Ledge Road site bond, final release of \$30,000. Board discussion that the site is stabilized and built as per the approved site plan. Mr. LoChiatto motioned to approve the final release. Mr. McLeod seconded. Passed 7-0.

PUBLIC MATTERS:

Discussion with Bruce Mayberry, Impact Fee Consultant

Mr. Mayberry discussed the impact fee manual including enabling legislation, fees determined by the municipality, and there are no federal guidelines for impact fees. Discussion with Mr. Mayberry ensued

regarding impact fees for fire, facilities equal brick and mortar, it should be defined, and should include housing of personnel.

Discussion continued regarding retail vs. office vs. industrial, should there be a flat rate? cut rate could mean overcharging, the Board would like to see a tiered approach as per the square footage, the tiered approach would encourage growth, the time frame for the police/fire facility if the facility is not build, and would have to re-coupe the fees back to those who paid.

Discussion continued regarding the recreation impact fee and the 2000 and 2005 Master Plans, would like to see a map of the proposed recreation fields for the high school and a map of Griffin Park, the state census projection for Windham in 2030 is approximately 15,000, what is the defensible population estimates, continue the meeting to February 27 to discuss the school impact fees, and Mr. Mayberry to be invited. Mrs. Crisler motion to schedule a meeting for impact fees for public safety for February 27. Mr. McLeod seconded. Passed 5-2. Mr. Kolodziej and Mr. LoChiatto opposed.

Mr. McLeod motioned to adjourn. Mr. Kolodziej seconded. Passed 7-0. Meeting adjourned at 8:35 pm.

These minutes are in draft form and have not yet been reviewed and approved.

Respectfully submitted, Nancy Charland