



OLD VALUES - NEW HORIZONS
COMMUNITY DEVELOPMENT

PO Box 120, Windham, New Hampshire 03087

(603) 432-3806 / Fax (603) 432-7362

www.WindhamNewHampshire.com

**Approved Planning Board Minutes
July 18, 2012**

Board Members:

Margaret Crisler, Chairman – Present

Ruth-Ellen Post, Vice-Chair – Present

Pam Skinner, Member – Present

Kristi St. Laurent, Member – Arrived at 6:40 pm

Jonathan Sycamore, Member – Arrived at 7:02 pm

Lee Maloney, Alternate Member – Excused

Carolyn Webber, Member – Present

Ross McLeod, Selectman Alternate – Excused

Kathleen DiFruscia, Selectman, Member – Arrived at 6:38 pm

Sy Wrenn, Alternate Member – Excused

Vanessa Nysten, Alternate Member – Excused

Staff:

Laura Scott, Community Development Director

Cathy Pinette, Planning Board Minute Taker

Call to Order/Attendance/Pledge of Allegiance

Chairman Crisler called the meeting to order at 6:34 pm, followed by attendance and the Pledge of Allegiance.

Financial Guarantees

Fox Crossing Subdivision

- Ms. Scott stated that at the July 11th, 2012 Planning Board meeting the Board voted to recommend to the Board of Selectmen to reduce the Letter of Credit from \$73,006 to \$22,980 for the Fox Crossing Subdivision. She has since received a letter from Jack McCarthy stating the retaining wall is fine. There are still issues with the dead and the mowing. She recommends reducing the Letter of Credit from \$73,000 to \$7,500.

Motion by Ms. Webber to recommend to the Board of Selectmen to reduce the Letter of Credit from \$73,006 to \$7,500 and return the balance to Joe Vachon, seconded by Ms. Skinner. Motion passed 4 – 0.

Ms. DiFruscia arrived at 6:38 pm

Governor Dinsmore Road

- Ms. Scott stated that there are no outstanding issues or concerns by Keach or the Town's Highway Agent and they recommend releasing the Letter of Credit. No road deed has been submitted yet for review but the applicant has been made aware of the requirement and is working on providing it to the Department shortly. She is recommending to the Board that they reduce the Letter of Credit to \$2,500 to ensure that the outstanding deed issue is resolved.

Ms. St. Laurent arrived at 6:40 pm

Motion by Ms. Post to recommend to the Board of Selectmen to reduce the Letter of Credit from \$93,720 to \$2,500 ensuring the outstanding deed issues are completed, seconded by Ms. Webber. Motion passed 5-0-1 (Ms. DiFruscia abstained)

McIntosh Hollow Subdivision

- Ms. Scott stated that part of McIntosh Hollow was approved in 2004. There is a Letter of Credit for \$253,587 in place. A reduction to \$192,682 has been requested by Mr. Nassar, which has been reviewed and approved by Keach in consultation with Jack McCarthy. There is a cistern on this section of road but it has not been built yet, however, this is accounted for in the retained funds. She recommends that the Planning Board recommend to the Board of Selectmen to reduce the Letter of Credit to \$192,682.

Motion by Ms. Webber to recommend to the Board of Selectmen to reduce the Letter of Credit from \$253,587 to \$192,682, seconded by Ms. Post. Motion passed 5-0-1 (Ms. DiFruscia abstained)

Review and Comment on NH DOT Land Sales

- Ms. Scott stated that there is a memo in the Board's packet from Dave Sullivan dated 7/10/12 stating the State has extended an offer to the Board of Selectmen to purchase .39 acres of Town lot 7-A-625 for \$1,600. It is landlocked and the Board of Selectmen are looking for comments from the Planning Board.
- The Board's comments and concerns were as follows: What is the land worth and we should get fair market value. Ms. Scott stated the Assessor came up with the value. There was a question of it needing to be subdivided or a lot line adjustment. Ms. Scott will find out how this would be separated. There was a question of the land already being assessed. Ms. DiFruscia stated yes it has.

Motion by Ms. Webber to recommend to the Board of Selectmen to go through with the sale of .39 acres of town lot 7-A-625 for \$1,600 to the State, seconded by Ms. Post. Motion passed 5-0-1 (Ms. DiFruscia abstained)

- Ms. Scott stated that there is a memo in the Board's packet from Dave Sullivan dated 7/10/12 stating the NH DOT has extended an offer to the Board of Selectmen to purchase Lot 18-L-300, Range Road, for \$3,060,000 consisting of 28.36 acres.

- The Board's comments and concerns were as follows: suggestion for Recreation to be given the opportunity to purchase. Ms. Scott stated they could be asked. The Chairman stated it would then not be part of the tax base. Who is saying 3,060,000 is the best price? Ms. Scott stated DOT had it appraised. Ms. Post stated she would not recommend at that price without more data. The Chairman would like to recommend for Recreation but the price is an issue. Ms. Skinner stated there are wetlands on the property.

Motion by Ms. Post, given the lack of clear data, the Planning Board recommends to the Board of Selectmen that they do not accept the offer at this time, seconded by Ms. St. Laurent. Motion passed 5-0-1 (Ms. DiFruscia abstained)

Design Review Subcommittee Interviews and Appointment

- Ms. Brenda Behling, 43 Jackman Ridge Rd., introduced herself to the Board. She is interested in serving on the Design Review Subcommittee. She is a resident in Town and has a small design and interior business in Town. She stated her background would be beneficial to the Committee.
- The Chairman asked if she has looked at the Design Review Regulations. Ms. Behling stated yes. Ms. Post asked if she had any experience with commercial real estate development. Ms. Behling stated she had worked on Windham Orthodontics, family projects and her own homes. Ms. DiFruscia asked Ms. Behling if she had any exterior design experience. Ms. Behling stated she had worked with several contractors over the years and has worked inside and outside. She stated a lot you do on the inside can overflow to the outside.

Motion by Ms. Post, given the fine qualifications of the applicant and her willingness to serve, that the Board appoint Ms. Behling to a 2 year position on the Design Review Committee, seconded by Ms. Webber. Motion passed 6 – 0.

Mr. Sycamore arrived at 7:02 pm.

Ms. Post read Case #2012-17/3 Grove Street Road (Lot 17-L -82) into the record.

Major Watershed Application – Case #2012-17/3 Grove Street Road (Lot 17-L -82)

An Application has been submitted for 3 Grove Street Road (Lot 17-L -82), located in the Residence District A and Cobbett's Pond and Canobie Lake Watershed Overlay Protection District. The applicant, Joseph Maynard of Benchmarking Engineering on behalf of Steven and Anita Serian, is proposing to raze the existing residence, detached garage and remove the existing steps on the property and then construct a new single family residence with an attached garage, deck, driveway, walkway, steps, and install a new septic system and well. The amount of existing impervious surface is 3,887 sq. ft coving 45.4 percent of lot. The proposed development would reduce the impervious surface to 3,615 sq. ft. covering 42.2 percent of the lot.

- Ms. Scott stated a variance was applied for and approved for this case. Ms. Wood provided her comments in a letter to the Board dated July 12, 2012. Ms. Scott stated the applicant received their approved septic design permit this week.
- Ms. DiFruscia stated it was her understanding that 702 Appendix 1 was denied. Mr. Maynard of Benchmarking Engineering on behalf of Steven and Anita Serian, stated that was correct and the ZBA capped them at 20% and they shaved 6” off the deck and that was addressed before the State application was sent in.
- Mr. Maynard stated the house is a year round single family house with a detached garage. There is an easement which is not used. The proposal is to raze the structure, move it back from the lake, add a new driveway, a new drilled well and a State approved septic system. He stated the new house will be smaller; the current septic is 20 feet from the well and was installed in the 1960’s. There will be lots of improvements to the lot in general and it is probably the best they can do. Ms. DiFruscia asked about if the applicant received a Shoreline permit. Mr. Maynard stated yes and they made it work with the neighbor’s concerns.

Comments and Concerns from the Board:

- The Chairman stated she is concerned with the watershed. Ms. Post pointed to Mr. Keach’s memo dated 6/12/12. Mr. Maynard stated Mr. Keach would like the whole site having a silt fence. Mr. Maynard explained that they are wrapping the whole site with silt fencing and there is only a small section of the driveway that is not being wrapped. He stated he wants to put in dry wells at the lowest point of the lot where the driveway is and he can do spot elevations. Ms. DiFruscia asked about vegetation. Mr. Maynard stated they are keeping some trees and re-loaming and they will have 40 points.

The Chairman opened the hearing to the public at 7:17 pm, hearing no comment, the public comment was closed.

Ms. Post motioned to approve Case #2012-17/3 as presented subject to the diameter, depth and rim elevation of the planned drainage dry well be specified and a sufficient number of finish spot grades be specified on the final plan in the vicinity of the proposed dry well, seconded by Ms. Webber. Motion passed 7 – 0.

Ms. Post read Case #2012-20 into the record.

Public Hearings

Case #2012-20 Minor Site Plan Application

A Minor Site Plan Application has been submitted for Lot 13-D-70 (57 Rockingham Road), located in the Business Commercial District A. The applicant, James Campbell, on behalf of the owner Kayrouz Realty NH, LLC and TK Convenience NH, LLC, is proposing to amend the previously approved hours of operation from 5:30am-1am Monday-Friday and 6am-1am Saturday and Sunday to 5am-midnight Monday-Sunday.

- The Chairman asked Ms. Scott if the application was complete. Ms. Scott stated yes. The Chairman asked for a motion to accept.

Ms. DiFruscia motioned to accept Case #2012-20 for public hearing, seconded by Ms. Post. Motion passed 7 – 0.

- Ms. Scott stated that recently there had been a change in ownership for the business located at Lot 13-D-70 (57 Rockingham Road) and unbeknownst to the new owner he wasn't aware that the Planning Board has approved the hours of business. He would like to change the hours. The Police Chief has no concerns.

The Chairman opened the hearing to the public at 7:22 pm, hearing no comment, the public comment was closed.

Ms. DiFruscia motioned to approve Case #2012-20 for the change of hours of operation from 5:30am-1am Monday-Friday and 6am-1am Saturday and Sunday to 5am-midnight Monday-Sunday, seconded by Ms. Post. Motion passed 7 – 0.

Ms. Post read Case # 2012-19 into the record.

- The Chairman advised all that the plans were being shown on the TV monitor for the viewers at home

Case # 2012-19 Preliminary Major Site Plan, WWPD Special Permit, and Watershed Application

A Preliminary Major Site Plan, WWPD Special Permit and Watershed Application has been submitted by Edward N. Herbert Associates, Inc on behalf of Indian Rock Realty, LLC for 91 Indian Rock Road (11-C-13), which is located in the Business Commercial District A, WWPD District, and the Cobbett's Pond and Canobie Lake Watershed Protection District. The proposal is to add a 9,009 sq ft (3-story) addition onto the existing 7,624 sq ft building. The application also includes associated site development work, including parking, landscaping, signage, lighting, drainage and an additional driveway. Waivers have been requested from the Site Plan Regulations.

- The Chairman asked Ms. Scott if the application was ready to submit. Ms. Scott stated yes, for a preliminary hearing. The Chairman asked for a motion to accept.

Ms. DiFruscia motioned to accept Case # 2012-19 for a Preliminary Major Site Plan, seconded by Ms. Webber. Motion passed 7 – 0.

- Ms. Scott stated this was a preliminary application and has gone to the TRC and there are no outstanding items from that process that need to be addressed. It was reviewed by Keach – Nordstrom and their report is included in the Board's packet and the applicant stated all items will be addressed. There are 2 variances on this lot which is also included in the Board's packets. There will be a waiver which will be done at the final application.

- Mr. Peter Zohdi, Herbert Associates, on behalf of Indian Rock Realty, LLC for 91 Indian Rock Road (11-C-13), addressed the Board. He stated that the Sheet #1 of the plans is the tax map with the abutters. He stated the State took part of Mr. Letizio's land and gave him some of the State's land. This is now a recorded deed.
- Mr. Zohdi pointed to Sheet #2 of the plans which showed the topography and existing conditions. The proposal is to add a 9,009 sq ft, 3 story addition onto the existing 7,624 sq ft building. The application also includes associated site development work, including parking, landscaping, signage, lighting, drainage and an additional driveway. He is proposing porous pavement. When he did his calculation for pavement, porous and impervious, he would like to take advantage to use the part of the lot that he is taking out, the abutting State owned lot. He is putting in a bio-retention area and working with Mr. McCarthy because there will be a cul-de-sac; he is also working with the Highway Department. The Chairman clarified with Mr. Zohdi that the new building will be a square. Ms. DiFruscia clarified that the addition is in the back of the building. Mr. Zohdi confirmed both clarifications.
- Mr. Zohdi addressed Sheet #4 of the plans which include grading, parking, bio-retention, and wetlands. Ms. Scott stated that according to the Code Enforcement Officer this plan meets the Zoning Regulations. Mr. Zohdi stated that the portion of pavement he is reducing is not on the applicant's lot, but on state property and the agreement was that the pavement is being removed by the applicant. There will be no more than 30% impervious and they are lowering that if they can use the State owned land as part of his calculations. He is about 5% more than is required.
- Mr. Zohdi addressed Sheet #5 – proposed drainage and grading. There is a line on the proposed parking area which drains to the State drainage system. The area will be pitched and drainage will go to a retention area and be treated, then go into the wetland. The driveway will be pervious. He has to add a WWPD because of all the retention ponds that have been put in by the State. The proposed building will be in the WWPD. He stated they have met with the Cobbett's Pond Association and showed them all the drainage. Ms. St. Laurent questioned the pervious area at the back of the buildings and expressed concern regarding heavy loads on trucks. Mr. Zohdi stated they do not have tractor trailers but smaller trucks like UPS. Ms. St. Laurent suggested using porous where parking is.
- Mr. Zohdi addressed Sheet #6 – WWPD Plan. He explained to the Board the grading of the driveway and the Board should have pictures in their packets. Ms. Scott stated they will be included in the final application. Ms. St. Laurent asked about the grading on the new driveway, Mr. Zohdi stated the solid line was what is currently there and the dotted line is the proposed. He also explained the pipe and where and how the water flows.
- Mr. Zohdi addressed Sheet #7 – The Driveway. He stated there will be a steeper driveway in the back of the building.

- Mr. Zohdi addressed Sheet #8 – Lighting. He stated the new lighting will be the same as what is currently in place and complying with the Town’s Lighting Plan. Mr. Keach told him that every 2000 feet he must have a tree and he is aware of that.
- Mr. Zohdi addressed Sheet #11, they would like to put in a wall with a name plaque out front and move the current sign from the existing Route 111 to the new Route 111 which is shown on the plan.
- Mr. Zohdi addressed Sheet #12 - Architectural Plan. He stated you will see the back of the building on Route 111 going East. He is stepping down the foundation for more light in the building. They are using the exact materials as the current building. Ms. Webber asked if this was subject to the Design Review Committee and Ms. Scott stated it was not as it is not part of the District.
- Ms. Post asked Mr. Zohdi to speak to the waiver request. Mr. Zohdi stated that previously parking was part of Zoning. The Planning Board decided to move it to the site plan. The applicant would like to give his employees more room to park, they don’t need more parking but the Regulations require it for the square footage. The Chairman stated they could reduce this if necessary.
- Mr. Al Letizio stated that what they have depicted is what they need. From a safety standpoint it is good. They reduced it and hope that meets the requirements of the Board.
- Mr. Sycamore is concerned about “borrowing” surfaces from abutting properties for impervious. Ms. Scott stated that on Sheet #1, Notes 7 & 8 speak to impervious. Mr. Zohdi stated he did include the other property’s impervious in his calculations. Ms. Post also has concerns regarding using impervious from the State lot and believes counting impervious surface from a different lot is not in keeping with the spirit and intent of the ordinance. Mr. Letizio stated they are very sensitive to the water issues and they are going above to reduce the impervious area, and by removing the pavement from the State lot he is doing an improvement. Ms. DiFruscia asked how big the pavement area is. Mr. Zohdi responded 3,600 square feet. Ms. Scott suggested they could put more porous pavement in the current lot to reduce the impervious. It is great that they are taking out the impervious on the State lot but the Board cannot waive that using the abutting property. Ms. St. Laurent stated that in the past certain parking spots were a condition of approval and made ready when needed. The Charwoman commented that there doesn’t appear to be much landscaping in the parking area and it appears to be a sea of asphalt. She suggested that some of the parking that is used for overflow could be with a porous material. Mr. Zohdi stated he would work with Mr. Letizio and the Community Development Office and come back with a new proposal.

The Chairman opened the hearing to the public at 8:12, hearing no comments, the public portion was closed.

- Ms. DiFruscia had concerns with so much asphalt without any landscaping and thinks they will be able to address the watershed issues by adding landscaping within the parking area. Ms. St. Laurent questioned accessibility handicapped access. Mr. Zohdi stated they had a handicapped ramp.

Ms. Scott stated the notes for the applicant were:

Address the issues in the 7/13/12 memo from Keach

Find out from DOT what the final width of the cul-de-sac will be

Revise Notes 2 & 8 on the plans

Re-do the impervious surface calculations

Address the additional land in the parking lot

Compliance with the Cobbett's Pond Watershed

NH Driveway permit and/or written authorization to have 2 access points on the current Route 111 is needed.

Sign Sheet 12 needs to be revised to show the existing relocated sign

Provide color WWPD impact photos for inclusion in the Board packets for the Final application

Revisit parking

Ms. Post motioned to end the preliminary review of Case # 2012-19, seconded by Ms. DiFruscia. Motion passed 7 – 0.

The Board took a recess at 8:17 pm and was back in session at 8:25 pm.

Ms. Post read Case #2012-21 into the record.

Case #2012-21 Preliminary Major Site Plan/Watershed Application

A Preliminary Major Site Plan and Watershed Application has been submitted by Edward N. Herbert Associates, Inc, on behalf of the Estate of Ruth Bohne c/o Janet Weigel, for 43 Range Road (18-L-450), which is located in the Professional, Business & Technology District and the Cobbett's Pond and Canobie Lake Watershed Protection District . The proposal is to demolish the two existing structures on the property and construct an 8,876 sq ft building, consisting of a Dunkin Donuts and a mix of office and retail uses. The application shows associated site development work, including lighting, signage, landscaping, drainage and parking. Waivers have been requested from the Site Plan Regulations.

- The Chairman stated that her understanding is that this application does not meet the Zoning Regulations and was denied a variance. Ms. Scott stated that that is correct, the Town has a Court date, an appeal of an administrative decision, and the ZBA refused to hear the case and it will be heard at a later date. Ms. Scott stated there was a letter from Attorney Campbell, Ms. Prendergast and herself in the Board's packets. There are also memos from Counsel that are non-public. She stated there is no drive thru in the application but the plan does show a place for one.
- Ms. Post stated that even though this is a non-binding preliminary application, that if the Court upheld the ZBA denial of the variance, it would be a misuse of the Board's time.

- The Chairman asked the Board if they wanted to hear the case. Ms. Webber would like to see a plan with everything fixed from the Keach memo.
- The Chairman asked the Board if they wanted to hear from the applicant why it should be heard. Ms. Scott stated if it is just for compliance with zoning it should be not be heard. The letter from Keach stated it does not comply with Zoning. Mr. Sycamore asked if the plan was different from the one submitted to the ZBA. Ms. Scott stated no, Ms. Prendergast still thinks it does not meet Zoning. Ms. Post stated that if something is in Court and does not meet the Zoning Regulations she is reluctant to go through with a preliminary discussion.
- Attorney John Cronin, on behalf of the Estate of Ruth Bohne c/o Janet Weigel, for 43 Range Road (18-L-450), stated the Board could accept jurisdiction. The Town Regulations do not require a variance to be obtained before accepting jurisdiction. Mr. Zohdi stated the report from Keach was housekeeping.
- Ms. DiFruscia stated the Keach memo talks about a drive thru. Mr. Zohdi stated the plans before the Board do not show a drive thru. Ms. DiFruscia asked Ms. Scott if the plan before the Board was substantially the same as that submitted to the ZBA with the exception there were no notes denoting a drive-thru. Ms. Scott stated it does appear to show a drive thru area but there are no notes or references on the plan.
- The Chairman stated it was premature for the Board to accept jurisdiction for a project that was submitted to the ZBA and denied, and is pending in Court. Even though it is a preliminary application it does start the clock for a final application.

Ms. DiFruscia motioned to deny jurisdiction on Case #2012-21, seconded by Mr. Sycamore. Motion passed 6 – 1 (Ms. Webber voting no)

Jurisdiction was denied because the Board lacked jurisdiction to accept an application that was substantially equivalent to the one that was submitted to the ZBA, which the ZBA denied a variance for, and the applicant has appealed that denial to the Superior Court.

Ms. Post read Case #2010-44 into the record.

Case #2010-44 Major Open Space/Workforce Housing Subdivision/Site Plan Application & WWPDP
Special Permit

A public hearing is to be held, in accordance with NH RSA 676:4(D) to review and confirm the requirements of Condition 4(b) of the June 27, 2012 Conditional Approval for Lot 11-A-1418 (Meetinghouse Road), which is located in the Rural, Aquifer, and WWPDP Districts, have been satisfied and to issue a final decision regarding the Conditions of Approval set forth at public hearing on June 27, 2012 per the applicant's written request per RSA 674:60. This application is for a 12 lot single-family subdivision consisting of 3 workforce housing units and 9 market rate units. The applicant is Karl Dubay of The Dubay Group, Inc. on behalf of the owner AWAC Realty.

- The Chairman stated that this is a follow up of one of the conditions of approval and that is the only subject the Board will be hearing tonight. The Chairman asked for a motion to accept.

Motion to accept Case #2010-44 for hearing, seconded by Ms. Skinner. Motion passed 7 – 0.

- Mr. Karl Dubay of The Dubay Group, Inc. on behalf of the owner AWAC Realty, addressed the Board. He stated he was there under RSA 674:60, and those processes under section 2 & 3 are being followed and they are happy to work with the Board. He stated his main points were the process in the legal documents specific to this project, they have been reviewed by Attorney Campbell and a third party. The third party monitoring company is Neighbor Works and they have been doing this for a long time and are non-profit. They have true checks and balances. All embedded in title searches, deeds and covenants. The Chairman confirmed with Mr. Dubay that no costs will be bore by the Town. Mr. Dubay confirmed this. Mr. Dubay spoke about who the WFH applicants would be.
- Mr. Sycamore asked if the Board will be adopting one model for the WFH applicants as this is the second one that is in Town. Ms. Scott stated it is the decision of the Board, or as each application comes before the Board. It was a condition of approval for the first WFH application. This applicant is coming back with a different process, legal counsel has approved and the Ordinance does not say what type of process. This applicant was provided the Deacon Place process but chose not to use it.

The Chairman opened the hearing to the public at 8:50 pm.

- Mr. Tom Case, 70 Mountain Village Rd, asked why the Board was only reviewing the conditions of 4B and not 1, 2, 3, and 4. Ms. Scott stated that when the Board does conditional approvals that are administrative and staff can take care of them they doesn't need to come back to the Board for that. Per Attorney Campbell the Board must approve 4B. 4B was not an administrative approval. Mr. Case stated that things were done differently when he was on the Board. Ms. Scott stated the Chair signs off on them after staff approval. Mr. Case stated he finds a large discrepancy in the WFH fees. He also stated the Board needs to decide on the monitoring company. He asked Mr. Dubay if these units can be rented. Mr. Dubay stated no, but the owner can rent and the renter would need to qualify. Mr. Dubay stated that the process follow the RSA. The difference in cost is because they have a total arms length view of this, and they didn't want to put any responsibility on Town staff to do any of it. Mr. Case was still concerned with the cost of the application. Mr. Pliskin stated how Neighbor Works figures the cost and expects it to be lower. The Chairman stated the Board might want to look at the Ordinance again and Mr. Case is welcome to join the sub committee.

Public comment was closed at 9:07 pm.

The Chairman entertained a Motion.

Ms. DiFruscia motioned that the applicant had adequately satisfied Section 4B of approval, seconded by Ms. Skinner. Motion passed 7 – 0.

- Ms. Scott asked if there were there any other changes to the final conditional memo, nothing has changed per Ms. Wood's memo in consultation with Attorney Campbell. Mr. Dubay stated RSA 674:60.3, Section B, the Board may affirm or rescind all the conditions of approval after such meeting. Ms. Scott would recommend that as it states in Ms. Wood's memo. Ms. Scott stated it is in the WFH Ordinance.

Ms. Post motioned to reaffirm the conditional approval of 6/27/12 for #2010-44, seconded by Ms. Webber. Motion passed 7 – 0.

Member Binder Updates

- Department Fees (Tab #9)
- WFH Financial Eligibility Application (Tab #10)

Old/New Business

- The Chairman stated she had met with Ms. Pinette and had a very productive meeting regarding bringing the minutes into summarization. She will email the Board the new procedure.
- Ms. Scott stated that the Board will be starting Town Meeting item workshops in August. The webpage will be updated with these.

Adjournment

Ms. DiFruscia motioned to adjourn, seconded by Ms. Post. Motion passed 7 – 0.

Meeting adjourned at 9:15 pm.

These minutes were approved on August 1, 2012 and respectfully submitted by Cathy Pinette, Planning Board Minute Taker.