

Town of Albany, New Hampshire
Planning Board Meeting Minutes
Monday, April 10, 2017 7:00PM

Next Work session - Monday, April 24, 2017 7:00 P.M

These minutes were prepared by the acting recording secretary as a reasonable summary of the essential content of the meeting, not as a transcription.

Present: Leah Valladares – Chair, Adrian Simons – Vice Chair, Rick Hiland- Select Board Rep, Peter Carboni and Tara Taylor.

Others present: Dan Flores for Huttopia/Pine Knoll, Steve Knox, Tim Sorgi.

The meeting was called to order by Chair Leah Valladares at 6:58 P.M.

- Member Adrian Simons has been re-appointed by the Selectmen to the Planning Board. Mr. Simons will be see Town Clerk Kathy Vizard to be sworn in.
- Planning Board Officers for 2017 discussed. Leah Valladares explains that a new Chair for 2017 will be needed; she will not be able to continue in this role.

A motion was made by Tara Taylor, seconded by Leah Valladares to nominate Adrian Simons as Vice-Chair for 2017. Motion passed 4-0. Adrian Simons accepts.

A motion was made by Rick Hiland, seconded by Peter Carboni to nominate Tara Taylor Chair for 2017. Motion passed 5-0. Tara Taylor accepts.

Approval of Minutes

A motion was made by Rick Hiland, seconded by Tara Taylor to approve the minutes of March 6, 2017 regular monthly meeting as presented. Motion passed 5-0.

A motion was made by Leah Valladares, seconded by Peter Carboni to approve the minutes of the March 27, 2017 work session as presented. Motion passed 5-0.

Huttopia/Pine Knoll

- Dan Flores of SFC Engineering, representing Huttopia/Pine Knoll presents an amendment to the approved Site Plan Review. The intended living center will not be built as originally designed; the location where this building was to be located will remain undisturbed wooded area. In lieu of the living center, an area will be built next to the pool area which shall be used to handle registrations for Huttopia guests. A food truck will be placed alongside the new deck.
- Discussion if this change will require an additional public hearing or if within Planning Board authority to approve. The process of approval if under authority of the Board is discussed. Guidance on this matter has been requested from NH Municipal Association Legal Inquiries. Once received, the information will be given to Dan Flores. If Planning

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Board approval is needed, this Board will vote on April 24; if a public hearing is needed, it will be scheduled for May 8.

CIP Committee - Will meet next Fall 2017

Selectmen's Report

- Rick Hiland reports Morris West has been appointed as an Alternate to the Planning Board by the Selectmen and Adrian Simons has been reappointed.
- Rick Hiland reports that the video recording of all meetings was approved by the voters at Town Meeting. The new system is live-stream and must be scheduled; the schedule of meetings is to be sent to Administrator Kathy Vizard. Meetings can be scheduled for taping up to 5 minutes prior if necessary.
- The Selectmen sent notice to the owner of a sign on Rte 16 which has a light that is disturbing southbound traffic. The light is not in compliance with the Sign Ordinance and is to be removed.
- The NH Municipal Association Local Officials workshop will be held on May 10 at the North Conway Water Precinct.
- The Office of Energy Planning is holding a workshop on April 29 in Concord.
- A Right-to-Know law seminar will be held in Concord on June 8.
- The NH Legislature has not yet passed any bill regarding ratification of the Town Meeting votes postponed due to weather.

Discussion of Correspondence - Done; workshop notifications received

New Business - None

Old Business

- Tara Taylor questions a driveway permit and issuance of driveway permits. Adrian Simons responds that the Selectmen have authority for driveway permits.
- Reviewing of files during the April 24 workshop is discussed.

A motion was made by Adrian Simons, seconded by Peter Carboni to review the files at the beginning of next meeting. Motion passed 5-0.

Other Business – None

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Public Comment

- Resident Tim Sorgi questions the meeting and work session schedule for the Planning Board. Regulations for one meeting per month and the development of the work session as a workshop for projects, such as development of the Master plan and Ordinance updates.
- The role of the Planning Board within the Town is outlined and discussed. Membership on the Board; seven member board functioning with five members currently is discussed. Tim Sorgi will consider joining the Board.
- The Town Selectmen as enforcement for all regulations is outlined; Code Enforcement Officer is empowered as a Representative of the Selectmen.

Adjournment

A motion was made by Adrian Simons, seconded by Leah Valladares to adjourn the meeting at 8:44 PM. Motion to adjourn passed unanimously (5-0).

Respectfully Submitted,

Nancy E. Cole
Secretary