

Town of Albany, New Hampshire
Planning Board Monthly Meeting
Monday August 10, 2015 7:00 P.M.

Next Monthly Meeting Monday, September 14, 2015 7:00 P.M.

These minutes were prepared by the recording secretary as a reasonable summary of the essential content of the meeting, not as a transcription. These minutes have not yet been approved by the members of the Planning Board and should be read at your own risk for misinterpretation.

Present: Chairperson Leah Valladares, Vice Chairperson Tara Taylor, Adrian Simons, Peter Carboni, Joe Ferris, Alternate; Rick Hiland, Alternate; Board of Selectmen Representative Jack Rose, Theresa Ann Gallagher, Recording Secretary

Absent: Board of Selectmen Representative Kelly Robitaille

Also attending: Steve Knox, Sara Young Knox

Chairperson Leah Valladares called the Planning Board Monthly Meeting to order at 7:00 P.M.

Approval of the Agenda:

Chairperson Leah Valladares asked for a motion to approve the proposed agenda for the August 10, 2015 monthly meeting; Tara Taylor made the motion; Peter Carboni seconded. Motion passed unanimously.

Approval of the Minutes:

Chairperson Leah Valladares asked for a motion to approve the minutes of the June 8, 2015 monthly meeting. Tara Taylor made the motion; Adrian Simons seconded. Further discussion was held.

Chairperson Leah Valladares asked for a motion to approve the minutes as amended. Motion passed unanimously.

Chairperson Leah Valladares asked for a motion to approve the minutes of July 13, 2015 monthly meeting. Adrian Simons made the motion; seconded by Peter Carboni. Further discussion was held. Chairperson Leah Valladares asked for a motion to approve the minutes as amended. Motion passed unanimously.

Board of Selectmen's Report:

Board of Selectmen Representative Jack Rose had no report.

Correspondence:

Theresa Gallagher contacted the Registry of Deeds office and requested the record for the authorization of the Albany Planning Board to regulate Site Plan Reviews. They searched from 1982 through 1989 and found nothing. Rick Highland contacted the NHMA and spoke with Attorney Margaret Burns; she confirmed the authority is in effect because the Town of Albany voted on it. She advised the Planning Board to file a statement with the Registry Deeds at this time. Theresa Gallagher will contact Kathy Vizard to see if there is a form to complete, check with NHMA, and write up the statement to file.

Discussion continued on how the Planning Board membership has changed from the first vote in 1983, which allotted 7 Planning Board members with no mention of Alternates. The Rules of Procedure will have to be amended to reflect that.

Motion: Tara Taylor made a motion to revise the Rules of Procedure to state 7 voting Board members; seconded by Peter Carboni. No Further discussion. Passed unanimously.

Motion: Tara Taylor made a motion to recommend to the Board of Selectmen that they appoint Joe Ferris and Rick Hiland as 2 voting Planning Board members. No Further discussion. Passed unanimously.

Chairperson Valladares read a letter she sent to Sandra Vizard, stating the Planning Board does not regulate residential buildings. Therefore, there is no need for her to go before the ZBA; she will have to get a building permit from the Board of Selectmen for her project. (see attached)

New Business.

The Board discussed the definition of residential building, apartment, and the zoning ordinance changes that are needed for clarification. The definition of apartment will be included in future discussions.

Old Business:

Chairperson Valladares commented that the Cormier conditional approval did not have an expiration date. The Board discussed other conditional approvals that were made over the last five years. Theresa Gallagher will forward the Notices of Decisions from the past five years to the Board members. She will also search for the minutes from the Planning Board meeting that included the Notice of Decision for the WM Waldorf School. Chairperson Leah Valladares and Theresa Gallagher will work together in getting the Planning Board's files organized in one location.

Motion: Peter Carboni made a motion to have Leah follow up with Mr. Cormier to inquire about the status of the conditions that were included on the Notice of Decision, for the purpose of closing the Site Plan Review. No Further discussion. Passed unanimously.

The Board discussed the cost for ads in the Conway Daily Sun regarding the notice for the Site Plan Reviews; the issue is the timing of getting the money from the applicant and posting the ad after the applicant submits the fees. A standard notice will be created by Theresa to be approved by the Planning Board for the purpose of having a standard cost for the ads in the future.

The Site Plan Review regulations will continue to be revised in September at the work session.

The Board created a subcommittee to work on the Capital Improvement Plan, which includes Rick Hiland and Leah Valladares. The Albany CIP will be the topic for the October work session.

Public Comment:

Steve Knox gave the Board copies of a Town survey that was done in 1979, which Sara Knox found in their old files. The responses from that survey are very similar to the survey done in 2010. The people want open space and preservation of land.

Adjournment: *Chairperson Leah Valladares asked for a motion to adjourn the Planning Board Monthly Meeting at 8:47 P.M. Adrian Simons made the motion; seconded by Kelly Robitaille. Motion passed unanimously.*

Respectfully submitted,

Theresa Ann Gallagher,

Recording Secretary