

Town of Albany, New Hampshire
Planning Board Monthly Meeting - Approved
Monday October 12, 2015 7:00 P.M.

Next Work Session Meeting Monday, October 26, 2015 7:00 P.M.

Present: Vice Chairperson Tara Taylor, Adrian Simons, Peter Carboni, Rick Hiland, Theresa Ann Gallagher, Recording Secretary

Absent: Chairperson Leah Valadares, Board of Selectmen Representative Kelly Robitaille

Excused: Joe Ferris who is attending the School Board Meeting

Also attending: Steve Knox, Sara Young Knox

Vice Chair Taylor called the Planning Board Monthly Meeting to order at 7:03 P.M.

Approval of the Agenda:

Vice Chair Taylor asked for a motion to approve the proposed agenda for the October 12, 2015 monthly meeting; Mr. Simons made the motion; Mr. Carboni seconded. Motion passed unanimously.

Approval of the Minutes:

Vice Chair Taylor asked for a motion to approve the minutes of the September 14, 2015 monthly meeting. Mr. Hiland made the motion; Mr. Simons seconded. Vice Chair Taylor had some minor corrections. No other corrections. Vice Chair Taylor asked for a motion to accept the minutes as revised. Motion passed unanimously to accept the minutes as amended.

There was discussion about changing the meeting to another day during the week due to the Conway School Board meeting being held on Monday; the Albany Planning Board members should be able to attend those meetings. Vice Chair Taylor would prefer Thursday. Mr. Highland can attend any night except Wednesday, Mr. Carboni can attend on Thursday. Simons would prefer Thursday nights. Secretary Gallagher will take a poll to see which night is good for all Board Members to attend the Planning Board meetings.

Joe Ferris is excused for attending the meeting tonight due to attendance at the School Board meeting.

Board of Selectmen's Report:

No Board of Selectmen present, no report.

Correspondence:

None.

New Business.

None.

Old Business:

Rules of Procedure will be signed by the Board members at the next meeting and filed with the Town Clerk.

Site Plan Review changes and updates: “Change of use” needs further research and discussion. Definition of “apartments” was discussed, which is residential and the Planning Board does not regulate Certificate of Occupancy is no longer a “certificate” but rather an e-mail from the Fire Chief giving a statement of approval for occupancy.

Mr. Hiland will send a chart to Secretary Gallagher to be distributed to everyone, to review and to decide if it should be included in the Site Plan Review regulations.

The Board continued working on changes and updates to the Site Plan Review regulations.

Public Comment: None

Mr. Hiland suggested having someone from NHMA attend a Planning Board meeting and talk about the CIP; the CIP Subcommittee is made up of Planning Board members.

Mr. Simons made a motion to have the Planning Board continue working on the Site Plan Review Regulations without initiating another project to work on, until the final changes have been made. Once The Site Plan Review Regulations changes are complete, then move on to working on other projects such as the CIP Subcommittee to formulate a Capital Improvement Plan; seconded by Mr. Carboni. Motion passed unanimously.

Albany CCC Report:

Mr. Carboni has been attending the meetings and reported that Chairperson Rob Nadler would like to meet with the Planning Board to give an update and discuss what the Conservation Commission is working on. Secretary Gallagher will invite him to the November Board meeting.

Adjournment: Vice Chair Taylor asked for a motion to adjourn the Planning Board Monthly Meeting at 9:10 P.M. Mr. Simons made the motion; seconded by Mr. Hiland. Motion passed unanimously.

Respectfully submitted,

Theresa Ann Gallagher,

Recording Secretary