

Town of Albany, New Hampshire
Planning Board Monthly Meeting - Approved
Monday September 14, 2015 7:00 P.M.

Next Work Session Meeting Monday, September 28, 2015 7:00 P.M.

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

Absent: Board of Selectmen Representative Kelly Robitaille

Also attending: Henry Salvitella, Andrew Fisher, Ammonoosuc Survey Company, Peter Smart, Judith Reardon, Deborah Hatch, Jen Hohenboken, Steve Knox, Sara Young Knox

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

Approval of the Agenda:

Chair Valladares introduced the members of the Planning Board to everyone present.

Chair Valladares asked for a motion to approve the proposed agenda for the September 14, 2015 monthly meeting; Vice Chair Taylor made the motion; Mr. Carboni seconded. Motion passed unanimously.

Chair Valladares opened the Public Hearing for the Boundary Line Adjustment Application for Deborah Hatch/Peter Smart/Judith Reardon.

Chair Valladares asked for a motion to accept the Boundary Line Adjustment application as complete; Vice Chair Taylor made the motion; Mr. Carboni seconded. Discussion included a review of the BLA checklist. The notes on the Plot Plan are included to satisfy all requirements. All were in favor of accepting the application as complete.

Mr. Fisher presented an updated Plot Plan, explaining that the correct acreage is 72.81. The application was corrected and initialed by Chair Valladares and Deborah Hatch. The Plot Plan shows the boundary line as a radius by the driveway. Discussion regarding the right of way to the property was held and concluded that the pre-existing deeded access to the property has not changed. The acreage being adjusted will not have that same access and has no right of way. Ms. Reardon has her own access which will be used for the additional acreage being added to her land. Mr. Salvitella, an abutter, lives on Moat View Drive and inquired how close the property is to where he lives; it was pointed out on the plot plan. Chair Valladares read a letter from Mr. Goldman supporting this boundary line adjustment. Chair Valladares closed the Public Hearing at 7:23 P.M.

Chair Valladares asked for a motion to approve the Boundary Line Adjustment Application from Deborah Hatch/Peter Smart/Judith Reardon. Vice Chairperson Taylor made the motion; seconded by Mr. Carboni. No further discussion. Motion passed unanimously.

Further discussion was held regarding the right of way on the land subdivided. Discussion was held on what should be stated in the standard Notice of Decision.

Approval of the Minutes:

Chair Valladares asked for a motion to approve the minutes of the August 10, 2015 monthly meeting. Mr. Simons made the motion; Vice Chair Taylor seconded. Mt. Carboni commented about the Rules of Procedure having seven voting members; he suggested adding "including the Board of Selectmen Representative as one of the seven". Motion passed unanimously to accept the minutes as presented.

Board of Selectmen's Report:

No Board of Selectmen present, no report.

Correspondence:

Town and City magazine arrived.

New Business.

Secretary Gallagher pulled the Notices of Decisions from the last five years and gave them to all the Board members. They were not the signed originals, but rather the ones that were in her records on her home computer. The Board discussed having the date included on the Notice of Decision by the signature, and then have a calendar with a pop up reminder to follow up on the conditions. Secretary Gallagher will look up the originals and scan them to the Board members. On some of the notices the conditions are "as stated on the Plot Plan"; they should be clearly listed on the Notice of Decision and should also have a deadline.

Old Business:

Chair Valladares commented that Mr. Cormier is open for business and that he met the conditions imposed by the Planning Board. There was a discussion held regarding the driveway permit. The DOT enforces the requirements, since he is located on the State Highway.

At 8:13 Chair Valladares excused herself and asked Vice Chair Taylor to take over the meeting.

Vice Chair Taylor asked for a motion to accept the change in the Rules of Procedure, stating "there are seven voting members (six appointed and one ex officio from the Board of Selectmen)"; Mr. Simons made the motion; seconded by Mr. Carboni. Motion passed unanimously by all present. Chair Valladares was not present to vote.

At 8:16 Chair Valladares returned to the meeting and resumed as Chairperson.

The Board discussed bringing some topics to the Board of Selectmen for input and decisions. A suggestion was made to add "Planning Board" to the Board of Selectmen weekly meeting agenda. Mr. Hiland attends the meetings and will bring a list of topics for the Board of Selectmen to discuss, as presented by Chair Valladares.

On the Site Plan Review application Check List "green space requirements, driveway permits, etc." should be included. The Board can set the dates for them to be completed, within the RSA requirements. For the Public Hearing Notice, it should state the hearing will start at 7:15 P.M. These will be addressed at the next work session. Mrs. Gallagher will send the Board members a copy of the most recent updates to Site Plan Review Regulations before the next work session.

Mrs. Gallagher wrote a Statement of Authorization for the Planning Board to regulate Site Plan Review applications, based on the one filed for Land Subdivisions; the Board reviewed it and made

some changes. The Planning Board received authorization in 1983 and then created the Site Plan Review regulations in 1987. Mr. Hiland wrote a paragraph to include this information, explaining how RSA 36:22 changed during that time. After reviewing the statement the Board agreed to include it in the Statement of Authorization. It will be reviewed again at the next work session before filing it at the Registry of Deeds.

Public Comment: None

Chair Valladares thanked the Board members for the work that they do to prepare for topics being discussed at the meetings. Chairperson Valladares was considering stepping down as Chairperson. The Board agreed that she does a great job leading the meetings, and should continue out the term. Training and collaborative meetings with all Boards will be discussed in the future.

Adjournment: *Chair Valladares asked for a motion to adjourn the Planning Board Monthly Meeting at 9:08 P.M. Mr. Simons made the motion; seconded by Vice Chair Taylor. Motion passed unanimously.*

Respectfully submitted,

Theresa Ann Gallagher,

Recording Secretary