

**PLANNING BOARD  
RINDGE, NEW HAMPSHIRE  
April 3, 2012**

**DATE:** April 3, 2012      **TYPE:** Planning Board Meeting      **APPROVED:** April 17, 2012

**TIME:** 7:00 pm –8:00 pm

**CALL TO ORDER:** 7:00 pm

**ROLL CALL MEMBERS:** Chairman Kirk Stenersen, Vice-chairman Kim McCummings, Dave Tower, Mike Quinlan, Hank Whitney, Phil Simeone

**ROLL CALL ALTERNATES:** None present

**EX OFFICIO:** Roberta Oeser,

**PLANNING DIRECTOR:** Matt Henry

**APPOINTMENT OF ALTERNATES:** N/A

**OTHERS PRESENT:** Armando Golisano, Peggy Golisano, Ed Rogers, Alyssa Dandrea

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**CALL TO ORDER:**

Chairman Stenersen called the meeting to order at 7:00pm.

**ANNOUNCEMENTS**

- 1) Chairman Stenersen introduced the new Planning Director Matt Henry. Matt Henry described a little bit about his background. He has been involved in college planning at Keene State College and municipal planning in Bedford and Lincoln where he was involved in both Planning and economic development. He holds his Masters in Public Administration from University of New Hampshire and a BA from Keene State College.
- 2) Chairman Stenersen informed the board that he has received a letter from NH Department of Transportation and they are looking for input from municipalities regarding the intersection of Route 202, Middle Winchendon, & Forristall Road regarding natural resources. They are looking to address some safety concerns.

**CONSIDERATION of a Technical Subdivision submitted by Scott Honkala of Three Daughters LLC Tax Map 3 Lot 60 & Tax Map 4 Lot 23-1.**

Ed Rogers of Rogers Engineering introduced himself. He explained that this is considered a Technical Subdivision because it will not result in the creation of any new lots. He explained that he is proposing to adjust the lot lines to Map 3 Lot 60 resulting in a reduction of lot size to approximately 5 acres (from approximately 17.15). This will also result in increasing lot size of Map 4 Lot 23-1 to approximately 41.58 (from approximately 29.39).

Chairman Stenersen asked if it will require State subdivision approval. Mr. Rogers said that he is planning to relocate the southwest corner 3 ft. in order to bypass state subdivision approval.

Matt Henry said that Section V,1,B of the subdivision regulations require the land that is being transferred to be denoted by a parcel letter and the Board could waive this section of the regulation or make it a condition of approval. There was a short discussion as to whether this was necessary.

**Motion: David Tower moved to “accept the application as complete”. Roberta Oeser seconded the motion. U/A**

*Public hearing opened*

Armando Golisano asked how the private driveway on the southwestern corner of the proposed plat would impact the access of Map 3 Lot 60. Mr. Rogers said that it would be impractical to access that lot from the driveway due to the nature of the terrain.

*Public hearing closed*

The Planning Board discussed possible conditions of approval.

**Motion: David Tower moved to “approve the application with the following conditions:**  
1) **The southwest property corner shall be relocated to the west approximately 3 ft in order to increase Map 3 Lot 60’s lot size to 5 acres.**  
2) **The pins shall be set**  
3) **The typo on note #3 (owner of record) shall be corrected.”**

**Mike Quinlan seconded the motion. U/A**

#### **ELECTIONS:**

**Motion: David Tower moved to “elect Kirk Stenersen Chairman”. Roberta Oeser seconded the motion. U/A**

**Motion: David Tower moved to “elect Kim McCummings Vice chairman”. Roberta Oeser seconded the motion. U/A**

#### **OLD BUSINESS**

1) The Planning Board decided non-public session was not necessary because former acting Planning Director Robyn Payson’s reputation was not at stake. The Planning Board reviewed a letter of recommendation for Robyn Payson.

**Motion: R. Oeser moved to “be in agreement with the letter of recommendation for Robyn Payson”. Paul Simone seconded the motion. U/A**

2) There was some discussion regarding what to do with the non-public minutes that were taken during the Planning Director search. David Tower said that proper procedure is to file the minutes in a sealed envelope with the public minutes. The Planning Board agreed.

3) There was some discussion regarding what to do with candidates applications. Ms. McCummings stated that they should be copied and filed in both the Town Administrators office and the Planning Board office. Mr. Tower asked what the purpose of doing that was. Ms. McCummings stated that it was proper protocol. The Planning Board agreed.

- 4) Kim McCummings informed the Planning Board that she intends to attend the Selectmen's meeting on Wednesday April 4, 2012 because they will be discussing waiving impact fees for 19 Camri Court. She explained that the Planning Board allowed the owner to transfer the exemption to his new home on Delton Drive thus making 19 Camri Court subject to the impact fee. She said that she intends to inform the Selectmen that impact fees are a planning function and may only be waived by the Planning Board as per Rindge Impact Fee Ordinance (Article E, #2).

**ADJOURNMENT**

The meeting was adjourned at 8:00pm.

**NEXT MEETING**

April 17, 2012

Respectfully submitted,

Matt Henry  
Planning Director