

**PLANNING BOARD
RINDGE, NEW HAMPSHIRE
July 21, 2009**

DATE: July 21, 2009 **TYPE: Public Hearing** **DATE APPROVED: 9/1/09**

TIME: 7:00PM-9:20PM **CHAIR: Kim McCummings**

CALL TO ORDER: 7:00PM

ROLL CALL MEMBERS: Kim McCummings, Roberta Oeser, Rick Godin, Kirk Stenersen, Tim Halliday, Hank Whitney

ROLL CALL ALTERNATES: Robyn Payson, Art Fiorelli,

EX OFFICIO: Burt Goodrich

PLANNING DIRECTOR: Jane Pitt

PLANNING ASSISTANT: Robyn Payson

APPOINTMENT OF ALTERNATES NA

Announcements

Jane and Robyn gave the Board a mid year report. Robyn reported that so far this year there have been 11 Driveway applications totaling \$550.00. There have been seven Subdivision/Site Plan applications so far this year. This is an encouraging sign as the total number of applications last year was seven. Jane reported the budget is at 46% which is on target. She also reported the budget and the cuts proposed by the budget advisory committee.

Purpose of Planning Board

Jane put together materials on issues such as The Master Plan, Site Plan Regulations and Subdivision Regulations for the Board to review. Jane also distributed a case for the board to read which addressed the issue of the Planning Board having the right to address the aesthetics as part of the Site Plan review process.

Follow up System

Jane suggested the Planning Board take a look back at approved applications going back approximately two years to review and make sure that conditions that are part of approvals are met. Jane said that a lot of the problems that the Roadway Committee has been faced with have come from conditions that have never been fulfilled. Kirk suggested pulling the decisions and looking at the conditions to see if there are any outstanding issues that need to be addressed. Burt suggested a file that would remind the planning department to check on properties to ensure conditions have been met.

Meeting Discussion

Kim suggested canceling the second Planning Board meeting in August if the schedule allowed. Kirk Stenersen made a motion to cancel the second meeting in August. Burt Goodrich seconded the motion. The motion carried unanimously.

Subcommittee Reports

Impact Fee

Has not scheduled a meeting yet but anticipates scheduling soon.

Driveway

Driveway has met and will schedule another meeting to review recent changes.

PURD

PURD has not met but is almost ready to present the updated regulation to the Planning Board. They are at the point of inviting Roger Hawk back into the process to review the Regulation.

Master Plan Subcommittee

Subcommittee will meet first and third Tuesdays at 6:00pm

Rules of Procedure

There was an extensive discussion about the Rules of Procedure during which previous changes were reviewed and changes were made to the order of Business.

Jane is going to work on renumbering under Standards of Conduct.

Kim asked where they Board wanted to place the 15 minute “Preliminary Consultations” on the agenda.

“Preliminary Consultations” will now follow “New Business” on the agenda and it will be noticed that they are limited to 15minutes.

Roberta suggested at the end of all agendas “Any other business that may come before the Board.” Kirk said that if someone comes in with a question that is fine, but if someone wants to start reviewing a set of plans the Board has a right to refuse to do that and tell them to submit them to Jane.

Jane said the Board has the ability to decide if something needs to come in, in a more organized fashion (like a plan) the Board can direct that individual accordingly.

Hank Whitney said that the Board has an agenda for a purpose.

Art suggested limiting an unscheduled person’s time.

Burt said that this is a Public Board and we should honor that by being accessible to the public.

There was discussion about the application process.

Updates to Rules of Procedure

Under the “Committees” section the first sentence now reads “The Chairperson shall appoint such committees as directed by the Board” and the Subcommittees shall elect their own chair. The new section shall read:

The Chairperson shall appoint such committees as directed by the Board. Each Committee shall elect its own Chairperson. Whenever possible, two Regular Planning Board Members shall sit on each Committee.

Tim Halliday proposed the following change under Meetings and Hearings paragraph 3

If any regular Board Member is absent from any meeting or hearing, or disqualifies him/herself from sitting on a particular case, the Chairperson shall designate an Alternate Member to sit in place of the absent or disqualified Member.

He wanted the word “meeting” struck so alternates would not be seated for anything but public hearings. He did not think alternates should be seated at work meetings, or be allowed to bring forward changes in zoning.

Burt Goodrich said he believed alternates should be seated to replace regular members for meetings and hearings.

Roberta said she agreed with Tim.

Rick Godin said that anyone can bring forward a Zoning article. The Planning Board votes whether or not to recommend the article.

Jane said the Planning Board is required to hold Public Hearings for all petitioned articles.

Roberta said that alternates should not be the deciding vote on if a warrant article is posted.

Kim said it made sense when the discussion was about not having alternates participate in the election of Chair and Vice Chair, but this is contrary to what is intended in the RSA's and Town Counsel may come back and say this cannot be done legally. Alternates have been appointed when regular members have not appeared. It does not feel right.

Roberta said that statute does not require the Board to have alternates at all.

Jane said the "shall" in the statutory language seems hard to ignore.

Following a lengthy debate issue was not resolved.

Roberta said the use of the word "Subcommittees" was incorrect in the document and wanted it changed to "Committees" her source was Wikipedia.

Jane said she thought it might be a good idea to check Roberts Rules of Order before making this major change.

Roberta wanted the "Amended" section to read as follows:

Adopted by a majority vote of the Regular Members of the Rindge Planning Board on December 16, 1996 and amended.

This excludes Alternates in participating in amending the Rules of Procedure.

Burt said that he thought there were pretty good alternates and didn't see the harm in alternates voting on the rules of procedure.

Kirk said that the simplest way to resolve this is to require a minimum of four regular members to do certain things.

Jane said that those specific things would have to be determined.

Tim Halliday said those specific issues should be Zoning Issues, Organization, and Changing Rules of Procedure.

Following a lengthy discussion, Rick Godin made a motion to cut the debate on the Rules of Procedure and move on to Subcommittees. Hank Whitney seconded the motion. The motion carried unanimously.

Meeting Adjourned at 9:20pm

NEXT MEETING

August 4, 2009

Respectfully submitted,

Robyn Payson