

**TOWN OF STODDARD
PLANNING BOARD
MINUTES OF MEETING
HELD March 1, 2016**

CONVENED: 7 pm

The meeting opened with the Pledge of Allegiance to the Flag

Members Attending Included: Dian Mathews, Ruth Ward, Dean Huber, Chris Madden, Selectman's Representative Margo Santoro, Alternate Harry Power. EXCUSED: Dale Smith, Ellen Mason, Alternate Jane McOsker. Harry Power Alternate #1 sat at the table.

Karen Bell notified the Board that this meeting was being recorded and that all meetings going forward will be recorded as well to ensure accuracy with her minute-taking process.

Dian Mathews started the meeting by reminding the Board that in the future, the Board should keep in mind that they are allowed and encouraged to ask that the Site Plan approval process be temporarily deferred so that an "Expert" consultant can be brought in to review the Site Plan proposal so that all members fully understand the information presented. After the expert consultation takes place, the Board will reconvene to continue with the approval process.

Dian Mathews then presented and distributed a copy of the letter from the Department of Environmental Services (DES) to Alltown Market/Mobile (Global Montello Group) requesting information from them. She read some of the letter and explained the request from DES in more detail. Some of the information provided in this letter (in her opinion) required more expertise than what she had full understanding or knowledge of. She read parts of the letter giving specific examples of topics which she felt she needed to better understand. She stated that this letter was an excellent example of how the Board needs to seek expert consultation when there is a complicated proposal presented. She reminded the Board members again that seeking

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expert advice with a proposal is always an option and should be considered without hesitation. She also stated that she will investigate and find out who would be the appropriate person to have as a consultant to the Board. It was suggested that she call DES and she agreed. It was also agreed that the hiring of the said “expert” consultant for certain proposals would be the financial responsibility of the applicant.

VOLUNTARY MERGER: Ewels & Anderson was discussed and reviewed. It was unanimously voted on and accepted.

Pat Putnam, Former Planning Board Secretary submitted her accumulated hours. Margo Santoro made the motion to accept and the motion was seconded by Ruth Ward.

An updated Planning Board Members List was distributed.

New ZBA Members List was presented. Planning Board members requested that they all get a copy. Karen Bell will distribute them accordingly.

Dian Mathews and other Board members expressed concern about using their personal email addresses for Town business. All members decided to create separate email addresses to be used strictly for Town Business on “Gmail (Google)”. Once all of the members have established new Town business email addresses, they will forward this information to Karen Bell. She will update the Planning Board Members List to include the new email address and distribute it. It was also noted that any future correspondence should be sent to Karen Bell first and she will forward it to the appropriate Board members using their Town email address.

Dian Mathews received a second email from Fred Ward on Friday, February 12, 2016. The email said that the Board did not address his request for answers about certain issues. Dian Mathews said his requests were addressed at the last Planning Board Meeting and the Board responded to Mr. Ward, informing him that the answers to his question(s) were in the Site Plan Review Application. This response was recorded in the Planning Board Minutes from the previous meeting.

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Minutes of Previous Meeting on February 2, 2016 were reviewed. A correction will be made as follows: correction in the time the meeting was adjourned. These minutes were accepted.

Karen Bell asked if there was a procedure for how future (suggested) changes (other than “typos”) of the preliminary minutes should be handled. The Board decided that any suggested major changes to preliminary minutes should be submitted to the Board secretary and voted on at the following Board meeting before final acceptance. In addition, all recorded meetings are deleted once minutes are accepted. These changes will be added to the Rules of Procedures.

PUBLIC RUDIMENTARY QUESTIONS: None

OLD BUSINESS:

CIP Subcommittee Report

Ruth Ward reported that the CIP Subcommittee has not met. Terry is on vacation. George Preston declined becoming a member of the CIP Committee because his schedule is too busy. It was suggested that Brenda Bryer or her son Aaron Bryer might be good candidates. She asked the Board if they had any other suggestions. Ruth Ward said she would contact Brenda Breyer. Dean Huber said that he would contact Aaron Bryer about serving on a Board or Committee in a different capacity.

Ruth Ward received a letter from the School Board stating that they were too involved with other issues to complete to respond to the CIP request. Ruth also received a letter from the Library in regard to the CIP.

Master Plan Subcommittee Report

Dian Mathews informed the Board that there will be a meeting held at the Gould House on Tuesday, March 8, 2016. Lisa Murphy from Southwest Regional Planning Council will attend.

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The subcommittee will begin to work on the Economic Development section of the Master Plan. Dian Mathews is planning to apply for a grant to help with funding. The Board agreed that pursuing this grant would be beneficial.

Ruth Ward talked about missing sections of the Master Plan including a Natural Resources Chapter; Dian Mathews said she had information about the Wetlands which needed to be included.

NEW BUSINESS:

Harry Power discussed both the Site Plan and Route 9. He announced that he received information from New Hampshire Municipal Law Association giving the dates of Zoning Change postings. Next year if we're planning to make any changes, the deadline will be the first week in March.

Paul Krampfert, Chair of the ZBA was present at the meeting to assist Harry Power in discussing Route 9 issues. Harry Power did some investigative work on Route 9. He specifically looked at the three-mile stretch where 123 North meets Route 9. He expressed his concern that within this three-mile stretch there are seven (7) businesses, some with Site Plan approvals, others are pre-existing and one illegal site. The recognized businesses along this section of Route 9 include: Champney Garage, Monadnock Boat, Donny Marshall's Garage, Stoddard G & G (?), Hayes Garage, Carlisle and Stoddard Land Contractors. Harry Power recommended that any future approvals along Route 9, by the Planning Board and the Zoning Board, must consider the high water table along this stretch of Route 9. He stated that the existing sites (aforementioned) appear to be petroleum-based users, i.e. automotive repair or heavy equipment.

Dian Mathews raised the issue of Site Plan Enforcement, stating that there is a need for a more efficient process for following up Site Plan Reviews. She added that she, Karen Bell and Kathy Ellis (ZBA Board Secretary) will collectively work on developing and implementing a new spreadsheet database which will show what the original Site Plan conditions are and

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which of these conditions have been met. It was suggested that there be a six-month and eleventh-month visit. Site Plans reviews are in effect for twelve (12) months. All final conditions, once met, will be in the file. Additionally, all of this information will be available on the computer, at the Board meetings for reference.

SUBDIVISION APPLICATIONS: None

The Board discussed Site Plan Conditions, Compliance Enforcement of these conditions and the Chain of Command with regard to following up with Site Plans. Questions were raised including whether there is a system for following up with Site Plan compliance conditions or not? Additionally, Board members requested clarification on who follows up on compliance with Site Plan conditions if needed. Lastly, the chain of command was discussed, with regard to this process.

The Site Plan for Champney's Garage on Route 9 was discussed. Some questions were raised about whether Site Plan conditions for this business were met. Dian Mathews volunteered to go to the Selectman Board to ask that Champney's Garage be revisited to follow up with compliance to their Site Plan.

Two Lawsuits have been filed by Fred Ward, against both the ZBA and the Planning Board. Silas Little (Attorney for the Planning Board) will step down and Matt Serge (Attorney for ZBA) will handle both lawsuits.

SITE PLAN REVIEWS: None

OTHER BUSINESS: None

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ADJOURNED: Dian Mathews moved, Ruth Ward seconded to adjourn at 8:22 p.m.

Respectfully submitted,

Karen C. Bell
Secretary