

Westmoreland Planning Board  
2/12/2013  
Approved minutes

❖ **Call to Order, Seating Members**

Present: Lauren Bressett, Dawn Lincoln, Bruce Smith, Jim Starkey, Laurie Burt, Richard Paul, Russ Austin (filling in for June Hammond).

Excused: June Hammond

❖ **New Business**

**Present for Master plan update**

Dick Schmidt, Patrick Baker, Carol Austin, Melissa Hoffmann, Russ Huntley, Tom Finnegan, Bruce & Joann Smith, Bill Campbell, Bruce Smith

At 6:30 pm Lauren Bressett opened the meeting with some of the new members of the newly formed Master Plan update committee in attendance and briefly explained the process of updating the master plan and what will be expected of them. She stated that Bruce Smith will be the liaison between the two committees for the planning board.

She informed them there is a lot of information that has just been recently gathered that they may want to use as a resource; she has recently done some demographic charts, the Conservation Committee's recent work and Conservation Plan and the update hazard mitigation plan. She also stated they can gather information from residents a variety of ways such as a survey or focus groups, but it is up to the committee how to decide to move forward.

Bruce Smith suggested that on a quarterly basis the update committee should report to the planning board. Lauren Bressett suggested some things the group may want to check into might include wind farms and affordable workforce housing. Richard Paul suggests looking at the Route 12 Commercial district as it seems there will be more pressure on this area. Lauren Bressett suggested that the committee move their group to the Selectman's office and have a short organizational meeting to begin their process. At this time Bruce and Joann Smith decided to not be part of the Master Plan update committee.

**Present for Joint meeting**

Peter Remy, Barry Shonbeck, Jackie Cleary, Brian Merry, Russ Huntley Nancy Ranson, Dave Wirth, Russ Austin,

At 7:15 Lauren Bressett opened the joint meeting of Selectman, Zoning, Planning, Building and Zoning administrator. Dave Wirth stated he has read the ordinances of the town and has a few questions and possible few typos' that can be fixed. Lauren Bressett stated, any changes to the ordinances will have to be voted on at next year's town meeting, but if there are any suggested changes we should start working on them now. Typos can be corrected as necessary. Areas talked about:

1. Building ordinance Section 2:03 consider adjustment to amount necessitating permits or delete an amount altogether.
2. Portable structure definition (160') typo (should read square feet).
3. 421.1 (change to does not require permit)
4. Home occupation definition - add to definition last sentence of 403.
5. 403 (remove word "permit")
6. Table 502 -should residences require site plan approval?
7. 301.1 any adjustments needed?
8. 301.7 ( change title to "transferability")
9. New Zoning application (refine legal statement)

Barry Shonbeck suggested that the Zoning administrator have a checklist to help with deciding what needs to be done. Nancy Ranson agreed a check off sheet would be a good solution. Lauren Bressett stated that any ordinance changes are the Planning Board's duty and any suggestions would be helpful in what needs reviewing or adjusting.

Jim Starkey made a motion that each individual board read and suggest changes to the current Zoning permit and pass along suggestions to Joann Labarre for the Select Board to review. Laurie Burt second all voted in favor

Lauren Bressett stated she had received a phone call from PSNH stating that Asplundh had been cutting trees on River Road and had inadvertently started trimming on Paine Road. As soon as PSNH knew about it, they stopped Asplundh. They also do know that this road is a Scenic Road and if any trimming is to be done on this road that they need to come before the Planning Board. PSNH apologized for this lapse.

❖ **Review of Minutes:**

**1/8/2013** Jim Starkey asked to have his comment changed in **Select Board update 4.** : *Jim Starkey urges the planning board to express this concern to the Select Board.*

Laurie Burt made a motion to accept the minutes as amended, Dawn Lincoln second, all voted in favor.

**Old Business**

Akbar Ashoury had contacted Lauren Bressett and stated if there were any concerns with the property on Route 12 to contact him directly and he would make sure the tenant was following the current site plan.

Lauren Bressett informed the board members that she had received a phone call from Matt Phillips in regards the letter sent from the Selectman's office and he apologized for the situation and that his tenant had starting moving out, but has now ceased and it appears he will have to take further action.

Alison Fissette informed the board members that Michael Bentley had contacted her in regards to the letter sent to the Ferguson's from the Selectman's office and said that he would have the information to her by the 20<sup>th</sup> of February which is the deadline to submit material for a hearing in March.

Bruce Smith and Laurie Burt have both agreed to stay on the Planning Board another term. Jim Ranson and Nancy Zeller have requested to be replaced as alternates on the Planning Board.

The Planning Board needs to fill two alternate positions; any suggestions can be passed along to Joann LaBarre.

❖ **Select Board Update**

The Zoning Board needs a new alternate to fill Dave Wirth's position.

Russ Austin stated that there was a hearing last week about the reclassification of County Road which was well attended and this item will be the last warrant article at the town meeting, to see if the town will agree to maintain the road if upgraded.

Russ Austin stated that June Hammond had reported to the Select Board in regards to fixing the website problem. Lauren Bressett reiterated to Russ Austin that the site is an official site and needs to be correct or taken down.

Richard Paul made a motion to adjourn, Laurie Burt second, motion passed, Jim Starkey abstained.

Meeting adjourned at 8:50 pm

Respectfully submitted  
Alison Fissette  
Planning Board Secretary