

**PLANNING BOARD
27 School Street
HILLSBOROUGH, NH
October 21, 2015**

DATE APPROVED: November 4, 2015

TIME: 7:01 p.m. – 7:55 p.m.

CHAIRMAN: Herman Wiegelman

FIRST VICE CHAIRMAN: Donald Solomon

SECOND VICE CHAIRMAN: Denise DeForest

MEMBERS: Gary Sparks, John Penny and Larry Baker

EX-OFFICIO: James C. Bailey, III

PLANNING DIRECTOR: Robyn Payson

ALTERNATES PRESENT:

EXCUSED:

MEMBERS of the PUBLIC: John Segedy, Renee Rabideau, Rebecca Griffiths and Cynthia Ramsay Krill

CALL to ORDER:

Chairman Wiegelman called the meeting to order at 7:01 p.m.

MINUTES:

Chairman Wiegelman entertained a motion to accept the minutes of October 7, 2015.

Mr. Baker made a motion to approve the minutes of October 7, 2015 as presented. Mr. Sparks seconded the motion. The Board voted all in favor.

PUBLIC HEARING:

**Lot Line Adjustment: Map 9/Lot 113 & 114
31 Emerald Lane
Quentin L. & Rebecca Griffiths**

Mrs. Payson said there were some waivers requested on the application which need to be accepted before moving on to the hearing. She said a waiver from test pits, soil map, wetlands boundaries, topographic survey of building area and access route and topographic survey of the entire lot have been requested.

Mr. Baker made a motion to grant all the waivers as submitted on the application. Mr. Solomon seconded the motion. The Board voted all in favor.

Mrs. Payson said the application is now complete.

Mr. Sparks made a motion to accept the application as complete. Mr. Baker seconded the motion. The Board voted all in favor.

Ms. Rabideau explained that the original lot line goes through the house located on Lot 113. She explained that two parcels are being created; they are exactly the same size and will not be known as

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separate lots of record. She said Parcel A will be added to Lot 114 and Parcel B will be added to Lot 113

Chairman Wiegelman opened the hearing to public comment and hearing none he entertained a motion to approve the lot line adjustment.

Mr. Sparks made a motion to approve the lot line adjustment. Mr. Bailey seconded the motion. The Board voted all in favor.

Chairman Wiegelman announced the lot line adjustment as approved.

PUBLIC MEETING:

First Draft – Warrant Articles:

Mrs. Payson said proposed warrant articles are still being reviewed by Town Council.

Family Dollar/Hillsboro Plaza

Mrs. Payson said Mr. Faber, the owner of the Hillsboro Plaza, is planning on attending the Board's next meeting to discuss issues with the Family Dollar project. She said the issue with the use of the Hillsboro Plaza lot for access to Family Dollar has been resolved as have the landscaping issues. She said the last issue is with the drainage for which a new plan has been submitted along with our engineer, Bill Rollin's approval.

Mr. Baker asked that all documentation of the changes being made be available at the meeting.

Planning Director's Goals:

Chairman Wiegelman addressed the issue of the Planning Director being a full-time position.

Mr. Baker said as far as the Master Plan Committee goes Mrs. Payson has not been able to spend as much time on the project as we would have liked her to because of her lack of hours. He said once the Master Plan has been adopted then it will need to be implemented. He added the plan should be reviewed every few years in anticipation of the next update.

Chairman Wiegelman said there is a Downtown Master Plan which needs to be implemented.

Mr. Sparks said showed the Board pictures of how the Central Square use to look like and explained how it use to be the center of Hillsborough's business district.

Mrs. Payson said she wants to finish the Woods Woolen cleanup project.

Chairman Wiegelman will write a letter to the Selectmen and the Town Administrator listing the projects the Planning Director could be working on and the need for the position to be full-time.

Mrs. Payson said the Economic Development Commission is getting involved with the Business Retention and Expansion Program through the UNH Cooperative Extension Service. The program is a multi-year process that teaches stake holders in the town and business owners to interact to bring

businesses to town. She said it is a three-year process to create a better dialogue to help and encourage new business.

Operating Budget:

Mrs. Payson said the budget for the Planning Director, Planning Board and ZBA are now one budget. She said advertising needs to be increased. She suggested combining the amounts in contract services and engineering into one line budget under contract services.

Mrs. Payson spoke on the implementation of a GIS mapping program which could be useful to other town departments with the possibility of sharing the cost.

Mr. Baker said he would like to see the Master Plan Committee hold another visioning type session to go over the final plan and possibly make it part of the public hearing for the acceptance of the plan.

OTHER BUSINESS:

Mr. Baker said the Master Plan will be laid out in landscape format but the committee could decide if it should be bond on the top or side. He asked the Board members for their opinion. The Board was fine leaving the decision up to the Master Plan Committee.

ADJOURNMENT:

Chairman Wiegelman entertained a motion to adjourn.

Mr. Penny made a motion to adjourn. Mr. Bailey seconded the motion. The Board voted all in favor.

Meeting adjourned at 7:55 p.m.

Respectfully Submitted:

Iris Campbell
Recording Secretary