**PLANNING BOARD**

**27 School Street**

**HILLSBOROUGH, NH**

**November 1, 2017**

 **DATE APPROVED**: 11/15/2017

**TIME:** 7:00 p.m. – 7:30 p.m.

**CHAIRMAN:** Herman Wiegelman

**FIRST VICE CHAIRMAN:** Donald Solomon

**SECOND VICE CHAIRMAN:** Gary Sparks

**MEMBERS:** Michael Reopel, John Penny and Denise DeForest

**EX-OFFICIO:** James Bailey III

**PLANNING DIRECTOR:** Robyn Payson

**ALTERNATES:** Larry Baker, Terry Cutter, Charles Denton, Susanne White and Robert Hansen

**EXCUSED:** John Penny, Larry Baker, Terry Cutter, Gary Sparks, Robert Hansen, Charles Denton

**MEMBERS of the PUBLIC:** John Segedy, Mike Tardiff CNHRPC

**CALL to ORDER: 7:00 PM**

**Roll Call and designation of Alternate Members, if necessary**

**No alternates present**

**Minutes**

**Meeting - 10/18/2017**  Jim Bailey made a motion to approve the minutes. Denise Deforest seconded the motion. The motion carried unanimously.

**Implementation Chapter of the Master Plan**

Mike Tardiff reviewed the latest version of the Master Plan Implementation Chapter with the Board. Priorities were discussed and re-organized into Short, Medium and Long Term goals.

During the discussion Mike Reopel said he wondered if the Planning Board should be involved with “Evaluating future staffing needs of every department…” and if it was necessarily a high priority issue. There was discussion about the Master Plan not only being used by the Planning Board but by all departments and staffing was one of the functions of the Board of Selectman. Herm said that it was not only important to evaluate staffing but it also takes time to obtain the funding. Mike Reopel said he was not in favor of removing the task; it just seemed to be out of place as a high priority. Mike Tardiff suggested moving “Evaluating future staffing needs of every department…” to a lower list. The Planning Board agreed that would be a good idea. Mike Reopel also suggested the a short description be added to each of the four ‘themes” used to organize the priorities in the Implementation plan. Mike Tardiff agreed and would put a short paragraph describing each theme.

Herm asked when the Public Hearing for the Master Plan would be scheduled. Mike Tardiff said that one more meeting should be sufficient to finalize the Implementation chapter and then the Public Hearing can be scheduled.

**Zoning Amendments**

The Master Plan Implementation chapter included recommendation for amendments to the Zoning ordinance. The development of an Aquifer protection ordinance and amending the zoning map were being considered. Robyn said she was composing a letter to send to the property owners and to invite them to the first meeting in December for a discussion of the matter.

Mike Tardiff suggested a member of his staff meet with the Planning Board do discuss the Aquifer Ordinance at the meeting of November 15th because Robyn will be attending the Municipal Conference. Final discussion of the Master Plan will occur at the first meeting in December. Denise will also be attending the conference and not at the meeting.

**Paris Wells**

Robyn told the Board that Paris Wells approached her about his property located at 40 Henniker Street. In 2012 the use of the property was changed from “Residential” to “Commercial”. He never ended up using the space for a commercial use and wanted to re-classify the use as “Residential”. Following a brief discussion, the consensus of the Planning Board was that there was no action to take and no “Change of Use” is necessary.

Meeting Adjourned 7:30

Respectfully Submitted:

Robyn Payson

Planning Director