

**PLANNING BOARD
27 School Street
HILLSBOROUGH, NH
December 3, 2014**

DATE APPROVED: December 17, 2014

TIME: 7:01 p.m. – 8:40 p.m.

CHAIRMAN: Herman Wiegelman

FIRST VICE CHAIRMAN: Larry Baker

SECOND VICE CHAIRMAN: Martha Caron

MEMBERS: Ann Poole, William Clohessy, Denise DeForest

EX-OFFICIO: David Fullerton

PLANNING DIRECTOR: Robyn Payson

ALTERNATES PRESENT: Donald Solomon and John Penny

ALTERNATES APPOINTED: John Penny for Denise DeForest

EXCUSED: Denise DeForest

Members of the Public: John Segedy and Bettina Eames

Call to Order:

The meeting was called to order at 7:01 p.m. by Chairman Herman Wiegelman.

Chairman asked Mr. Penny to sit as a voting member for Mrs. DeForest.

Minutes:

Chairman Wiegelman entertained a motion to approve the minutes of November 5, 2014.

Mr. Penny made a motion to approve the minutes of November 5. Mr. Clohessy seconded the motion. The Board voted all in favor to approve the minutes except for Ms. Poole who abstained.

Public Meeting:

Chairman Wiegelman asked the Board how they felt regarding the cancellation of meeting when it appears to be no reason to meet.

All members had no problem with this except for Ms. Poole who felt as elected officials and the fact that there is an established meeting schedule the Board should at least show up.

Chairman Wiegelman said a public notice does get posted within the deadline for noticing meeting changes.

Ms. Caron said the Mrs. Payson knows well in advance of a scheduled meeting if an application has been received or appointment needs to be made.

Mr. Fullerton agreed with Ms. Poole.

Chairman Wiegelman will take the matter under advisement.

Mr. Baker spoke regarding phase II of the Master Plan. Mr. Baker said the first thing is to remove three members from the committee: David Fullerton, Jeffrey Rand and Robert Eckberg.

Mr. Baker made a motion to remove Jeffrey Rand, David Fullerton and Robert Eckberg from the Master Plan Committee. Ms. Caron seconded the motion. The Board voted all in favor except for Mr. Fullerton who abstained.

Mr. Baker made a motion to move Richard McNamara, Herman Wiegelman and Christopher Galbraith from full time members to alternates to the Master Plan Committee. Mr. Baker said Chairman Wiegelman as requested this change however Mr. McNamara and Mr. Galbraith have not been attending meetings and have not responded back to him when contacted about continuing to serve. Mr. Fullerton seconded the motion. The Board voted all in favor except for Ms. Caron who abstained.

Mr. Baker said this leaves the committee with six members who have been attending meetings on a regular basis and therefore only four members would be needed to constitute a quorum.

Mr. Baker said he does have to talk about budgeting but he will wait until later in the meeting.

Mr. Baker said the survey is ready and a link will be put on the front page of the town's web site. He said the notifications informing people of the link and the availability of the survey at the town office will be mailed on December 26 to avoid confusion with the flyers advertising Christmas sales.

Woods Woolen Mill Project:

Chairman Wiegelman recognized Bettina Eames an Environmental Consultant with Tighe & Bonds.

Ms. Eames presented the Board with information regarding the work already done and the opportunity to apply for a \$200,000 Brownsfield Grant to complete the cleanup project at the Woods Woolen Mill located on West Mill Street. She said the grant application needs to be filed by December 19 and if granted it would do two things; remove the existing buildings and remediate the soil contamination issue by removal or capping. She said the town would have to contribute of 20% or \$40,000 cost share.

Mr. Fullerton asked if the cost share could be the use of the town's highway department.

Ms. Eames said the cost share could include in kind services, cash, donated material or volunteers.

Ms. Poole made a motion to have the Planning Board advise the Selectmen in regards to the draft analysis Brownsfield Cleanup Alternatives for lot 29 former mill building number five parcel prepared for the Town of Hillsborough by Tighe & Bond on December 3 as presented here on December 3, 2014 that the Planning Board supports in concept the cleanup of that site. Mr. Penny seconded the motion. Mr. Fullerton said a letter of support from the Planning Board should be included in the application.

Ms. Eames said the application needs letters of commitment from NHDES, Hillsborough Planning Board, Hillsborough Board of Selectmen and about five or six others because they will be mentioned in the application.

Ms. Caron said it appears bases on the application that the only use for this parcel will be for a park. She asked if any discussion had taken place regarding this and was there a conceptual plan.

Ms. Eames didn't know of any plan but the plan had been discussed and included in the original grant process.

Ms. Caron would like to endorse from Planning Board the concept that the Town designates this idea of building a green way with a project name and give it a status so that it gets managed in a cohesive way.

Chairman Wiegelman called for a vote on the motion made and seconded. The Board voted all in favor.

Work Session:

Zoning Amendments:

Mrs. Payson said she would have the wording for the articles ready for the next meeting.

Mrs. Payson discussed with the Board the possibility of creating a new zoning district for the Emerald Lake Village District having the same specifications as the existing village residential district.

Ms. Caron said the specifications of the lower village residential district would be a better fit for the Emerald Lake Village District area.

Mrs. Payson agreed and she email Ms. Caron a letter so stating for presentation to the Emerald Lake Village District Commissioners at their meeting tomorrow night.

2015 Budget:

Mrs. Payson said she has reviewed the budget with Town Administrator Laura Buono and the budget has been cut 16.9%. She said the budget includes the Planning Board, Zoning Board of Adjustment and Town Planner.

Ms. Poole requested copies of the Planning Board budget for 2013 and 2014 when the budgets were separate so a comparison can be done.

Mrs. Payson said the budgets were combined in 2014 and she will supply them with the 2013 budget.

Mr. Baker said the Planning Board should have been consulted before the budgets were combined.

Chairman Wiegelman said he would make an appointment with Mrs. Buono to discuss the budget and the Board's concerns regarding the combining of the budgets.

Mr. Baker said the Master Plan Committee is asking for \$11,000 for the next phase of the master plan.

Ms. Poole reiterated her concern regarding not obtaining competitive bids for the master plan project.

Planning Board Town Report:

Mrs. Payson said this was just a reminder to the Board that the report is due soon.

Meeting Minutes December 3, 2014

Other Business:

Mr. Baker asked if anyone knew when the budget hearing is scheduled.

Mr. Fullerton said there will be budget meetings with departments at the Selectmen's meeting for the next several meetings.

Adjournment:

Chairman Wiegelman entertained a motion to adjourn.

Ms. Poole made a motion to adjourn. Mr. Clohessy seconded the motion. The Board voted all in favor.

Meeting adjourned at 8:40 p.m.

Respectfully Submitted:

Iris Campbell
Recording Secretary