

**TOWN OF OSSIPEE
PLANNING BOARD MEETING MINUTES
May 19, 2015**

Minutes Recorded by Xann Horn, Boards and Commission Secretary

Call To Order

Ski called the meeting to order at 7:00 p.m.

Board Members Present by Roll Call - Bruce Parsons, Roger ter Kuile, Roy Barron, Bob Gillette, Ski Kwiatkowski, Connie Billings. Dave Senecal was present. Frank Riley was not present.

Meeting Minutes - Review and vote on meeting minutes of May 5, 2015

Motion: by Bob, seconded by Roy, to accepting minutes of May 5, 2015. **All in favor, motion passed.**

Old Business

- **Case #15-1-SPR** – Site Plan Review - Hannaford Bros. Co. – Conditions of approval have been met and they have submitted plans for final approval.

Motion: by Connie, seconded by Roy, to grant final site plan review approval. **All in favor, motion passed.**

- **Case #15-2-SPR** – Site Plan Review – Birchwood Trust – Conditions have been met and they have submitted plans for final approval.

Motion: by Roy, seconded by Roger, to grant final site plan review approval. **All in favor, motion passed.**

- **Case #15-01-S** – Subdivision – David and Renee Nardello – Conditions have been met and they have submitted a final plan and mylar for recording.

Motion: by Roy, seconded by Bruce, to grant final subdivision approval. **All in favor, motion approved.**

New Business

- **Top Cat Car Wash** – Pre-application Discussion
Bill Benedetto, Owner, was present and stated that Top Cat Car Wash would like to add self-serving equipment to the outside of the building. He presented photos showing where the equipment will be mounted on the exterior wall. Discussion ensued. A concrete pad will be added but there will be no addition to the structure. The Board would like Mr. Benedetto to come back with a plan showing how large the pad will be and they would also like to know if this affect their state permit. Once the Board has this information, they can decide whether or not site plan review will be needed.

- **May 12, 2015 Letter from Zoning Board** requesting Planning Board's review of regulations pertaining to non-conforming structures. Ski reviewed the letter and the Zoning Board case which stimulated this letter. Discussion ensued. It was the general feeling of the Planning Board that the Zoning Board is able to grant variances and special exceptions for reasons as presented in the example case. It was the Planning Board's opinion that the regulations do not need to be changed at this time.
- **Lakes Region Planning Commission (LRPC) Billing** – The annual bill is \$4,234 which is in our budget. Ski stated he would like to contact the LRPC and see how they may assist the Planning Board with things like the Master Plan. Roger agreed. Dave stated in the past the Lakes Region Planning Commission did not work out well for the Town of Ossipee. Roger stated if we pay \$4,234, we should get something for that money; let them review our Master Plan and see what their thoughts are. Discussion ensued about the map that LRPC is preparing (aquifer in relation to boundaries) to be hung at Town Hall. Discussion ensued regarding whether Ski was acting on behalf of the Planning Board or as a citizen.

Motion: by Ski, seconded by Bob, to continue the process of LRPC obtaining the appropriate map for the town office of the water aquifer/boundaries overlay per our regulations.

Ski and Bob voted in favor. Roy, Connie and Roger were opposed.

Bruce stated he thinks it is silly to vote because: 1) A vote isn't needed; 2) the chairman can at his discretion do something like this; and 3) the chairman has the authority to do this. It's for the town's use and he disagrees that a motion was needed.

(Per June 2, 2015 minutes, the recording was reviewed for clarification of the above statement by Bruce. The following is per the recording: *Bruce stated that he thinks it is unnecessary and silly to have a vote after the fact when it wasn't needed in the first place because 1) The chairman has a certain amount of discretion that he can use; 2) it cost the Board no money and 3) it's hanging in their office not in our building for us to give a darn about. The whole thing is a moot point. He disagreed with a motion after the fact.*)

Connie read the Ossipee Planning Bylaws pertaining to Chairman's and Vice Chairman's responsibilities.

Ski stated the point of this discussion was to see if the LRPC to do more for us for the money.

- **Invoices** – Per an email from Ellen White, all invoices submitted for payment processing should be accompanied by the minutes that approve the expenditure. In the past, Pat Jones was the designated clerk who signed off on all expenditures. Since a designated clerk has not been assigned by the Planning Board to handle this function, the expenditures should be approved by a majority of the Board. This is necessary not only to comply with the Town's Purchasing Policy, but also to ensure that multiple members are not submitting duplicate items.

Motion: by Connie, seconded by Roy, that the Board vote on approving all Planning Board expenditures out of the town Planning Board budget.

**Roy and Connie were in favor; Roger, Bruce, Ski, and Bob were opposed.
Motion failed.**

Motion: by Roger, seconded by Connie, to approve his request for mileage reimbursement for seminar attendance. **All in favor, motion passed.**

Motion: by Roy, seconded by Bob, to approve the boards and commission secretary spending up to \$100 at any one time on individual expenditures. **All in favor, motion passed.**

- Fairpoint Telephone Pole Storage Site and Murdawg. The Fairpoint site plan approval specifically stated that the poles could not be placed on the ground. Ski stated that he believes the Murdawg site was approved for a limited number of cars to be on site. There are many cars on site, they are performing body work not just mechanic work, and they are selling vehicles. Dave suggested that the Planning Board pull these files, review the approvals, and following up on any issues with a letter from the Planning Board.
- Next meeting is June 2, 2015.
- Browns Ridge Gravel Pit. Ski reviewed letters from the buyers' and sellers' attorneys regarding the bond/surety issue. Discussion ensued. The Board had no comment; this matter should be handled between the buyer's and sellers' lawyers.

Any Other Business Which May Come Before This Meeting – None.

Adjournment

Motion: by Roy, seconded by Connie, to adjourn. All in favor, motion passed.

The meeting adjourned at 8:48 p.m.

Minutes approved by majority vote of the Board on _____

Ski Kwiatkowski, Chairman