

**OSSIPEE PLANNING BOARD
MEETING MINUTES
November 17, 2015**

Minutes Recorded by Xann Horn, Boards and Commission Secretary
Amendments are noted by ***bold/italic*** type.

Call to Order

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

Roll Call

Attendance by roll call: Bruce Parsons, Roy Barron, Frank Riley, Ski Kwiatkowski, Connie Billings, Bob Gillette, Roger ter Kuile, ~~and Connie Billings~~, Rick St. Jean (alternate).

Minutes

Motion: by Connie, seconded by Roy, to approve November 3, 2015 Planning Board meeting minutes as amended. **All in favor, motion passed.**

Frank noted the November 3, 2015 minutes stated that three letters were sent to the Selectmen; he was only aware of two letters. It was confirmed that two letters were sent (one regarding the church in the Tramway Artisans building and one regarding the small engine repair shop across from the Pizza Barn).

The Board requested that the secretary type a letter to the Selectmen requesting that they have a discussion with Agape Ministries. They are now hosting church services at their location which would trigger Site Plan Review. The Planning Board is requesting that they either submit for Site Plan Review or explain why they have not filed for Site Plan Review.

Vote on approving the minutes: All in favor, motion passed.

Old Business

- **Case #15-4-SPR – Irving Oil/MHF Design Consultants** – An email was sent to Dave Senecal from MHF Design Consultants regarding proposed field changes. The Board reviewed the email.

Motion: by Connie, seconded by Bob, that MHF Consultants update the set of site plans and present the updated site plans to the Planning Board for approval; conditional approval is granted at this time.

7 in favor, 0 opposed, 1 abstained (Bruce). Motion passed.

- **Gravel Development, LLC v Mar-Corm, LLC; Town of Ossipee** – Letter from Attorney Rick Sager
Ski reviewed the letter. The Town of Ossipee's part in this case has been resolved.

New Business- None.

Any Other Business Which May Come Before This Meeting

- Wright Survey, PLLC – Plat of Lands for Maria Varni – for town files prior to recording at CCRD.
- 10/31/2015 Invoice from Sager & Haskell, PLLC for \$52.50 – General Matters
Motion: by Connie, no second, to not pay this bill as the Planning Board did not ask Dave Senecal to contact Sager & Haskell regarding this issue.

Frank explained that there is no budget line item in the Planning Board's budget. The Planning Board does not have to approve it for payment, the Selectmen can do that. It was just submitted to the Planning Board so they could verify the information that was requested of Sager and provided to Dave Senecal due to Planning Board and Zoning Board discussions regarding the definition of "abutter" with regard to applications.

Motion Withdrawn: by Connie.

Invoice will be sent back to the selectmen.

- **10/31/2015 Invoice from Sager & Haskell, PLLC for \$287.50 – Mar-Corm**
Motion: by Roy, seconded by Bob, to approve invoice for payment. **5 in favor, 1 opposed (Bruce), 1 abstained (Connie). Motion passed.**
- **Lakes Region Planning Commission** – Rick provided a report on upcoming events and the fact that he is not getting information on meetings until a few hours before. He now has a schedule for all the planned meetings. He was told every town is allowed two people for the Technical Review Committee and he would like the Selectmen to approve that he join Brad Harriman on this committee. Ski asked if Rick could ask if the Lakes Region Planning Commission could provide some guidance on updating the town's Master Plan.
- Frank stated that the Selectmen will provide a written response to the two letters the Planning Board sent them regarding the church in the Tramway Artisans building and the small engine repair shop across from The Pizza Barn.
- IMLA Model Sign Code – 3rd Rough Draft – Was provided to the Planning Board members for information purposes.

Adjournment

Motion: by Bruce, seconded by Roy, to adjourn. **All in favor, motion passed.**
The meeting ended at 7:45 p.m.

Minutes approved by majority vote of the Board on _____

Ski Kwiatkowski, Chairman