

**Kingston Planning Board
Public Meeting/Hearing
March 27, 2012**

The Chairman called the meeting/hearing to order at 6:30 PM. There were no challenges to the legality of the meeting.

Members in attendance:

Richard Wilson, Chairman	Adam Pope (Arrived with the meeting in progress)
Glenn Coppelman, V. Chair	Peter Coffin
Mark Heitz, BOS rep.	Stanley Shalett (Arrived with the meeting in progress)
Ernie Landry	Richard St. Hilaire, Alternate

Also in Attendance: Glenn Greenwood, Circuit Rider Planner; Ellen Faulconer, Administrative Assistant.

Board Business

Correspondence:

- Request from Mr. Maroney/Commerce Park that had been read last week and the file and Aquifer Protection Ordinance reviewed; Mr. Greenwood confirmed that they qualify as being a small generator as a permitted use.

MM&S to allow the piano business as described in the letter without requiring any further Planning Board review. (Motion by Mr. Landry, second by Mr. Coppelman) **PUNA**

- Report of excavation was received from Magnusson Farm

ACTION ITEM: Ms. Faulconer to contact Mr. Magnusson and Mr. Early to schedule a convenient time for the gravel pit site walks in conjunction with Mr. Wilson and Mr. Quintal.

<Board note: Mr. Shalett arrived at this time.>

MM&S to approve the February 28, 2012 minutes as written. (Motion by Mr. Coppelman, second by Mr. Landry) **Motion carries 5-0-2** with Mr. Coffin and Mr. Shalett abstaining.

Impact Fees: Mr. Greenwood had been able to contact Mr. Mayberry who is tied up until the middle of April and then will be delighted to get underway with Kingston's project.

ACTION ITEM: Mr. Greenwood and Ms. Faulconer to find out how much Mr. Mayberry needs from the Board and establish any required preliminary scheduling.

Mr. Greenwood asked if the Board would be directing Mr. Mayberry to move forward with the School District's portion of the Impact Fees as they had contacted the Board and told them they

could not pay to have their portion established; he said that the Impact Fees could go forward with or without the school portion being included. Mr. Wilson said that this is a Board of Selectmen issue and decision. Impact Fees and their impacts were discussed.

Board Schedule: Mr. Wilson proposed the possibility of eliminating some of the 4th Tuesday of the month meetings and schedule more activity on the 1st Tuesday of the month to have two longer meetings instead of three short meetings, especially during the summer months.

- Aquifer Maps were distributed for the Board members to include in their Ordinance Books for future reference.

CIP: Mr. Coppelman suggested that the Board send out notification of the Planning Board's appointments to the CIP to the BOS and BudCom and ask them to assign representation before the first meeting is scheduled. He added that he and Mr. Greenwood are proposing the evening of the fourth Thursday of the month as the meeting date.

Fire Regulations Hearing

Mr. Wilson stated that this hearing had been continued from last week so the new Board members could review the proposal; neither Mr. Coffin nor Mr. Shalett had any comments or concerns.

MM&S to accept the fire regulations proposals as submitted. (Motion by Mr. Coffin, second by Mr. Coppelman) **PUNA**

Review of Possible Planning Board Proposals:

Mr. Wilson reviewed the list of possible proposals that the Board had established last year.

- Paving Clarification: Mr. Wilson explained that the Board had assumed that paving specifications were established for all parking lots but they are written for vehicle sales; the Board had proposed looking into possible requirements for all parking areas.
- Business Licensing
- Water District: Mr. Wilson stated that this had been determined to be within the BOS's purview; there was a suggestion that the Planning Board help to review any issues associated with this proposal as adopted by the Town.
- Blasting: This issue was one that the Board hoped that the subcommittee could review.
- Recreation (YMCA and other camps) Zone
- Non-commercial land on Rte. 125
- Livestock Ordinance: Mr. Wilson suggested that the Board needed to "advertise" this change for adoption at the next Town meeting and possibly send a letter to the editor explaining that the main purpose was to safeguard the animals; he added that there were a lot of misconceptions about this proposal including that it somehow limited ownership of cats and dogs.
- Rural Residential Agricultural Zone
- Master Plan Update

Mr. Wilson asked for other suggestions. Mr. Coppelman suggested that the update of the CIP might be added to the list as a yearly item to be updated. Mr. Landry thought that the Board might want to look at more global issues such as whether the Town is getting and encouraging the types of businesses that the Town wants and he wondered whether the Board should discuss if there is any type of pro-active approach to attract certain types of businesses to Town. <Board note: Mr. Pope arrived at this time.> Mr. St. Hilaire said that Plaistow has a committee for this purpose. Mr. Shalett suggested that the Board review Rte. 125 in order to take another look at it regarding the amount of it that has limited access. Mr. Heitz said that limited access is from Campers Inn to Rte. 107N. Mr. Shalett asked if the Board should review the kinds of businesses that should be on Rte. 125; Mr. Coppelman suggested that he read the existing Commercial Zones to see what is currently allowed. Mr. Wilson explained that Ms. Faulconer has a binder in the office that explains the proposals and associated documents of last year's proposals.

Library Trustees

Road Name Discussion

Lesley Hume and Jane Christies, Library Trustees, spoke to the Board about their proposal of the name "Library Lane" for the new road next to the new library. Ms. Hume stated that neither Chief Briggs nor the Board of Selectmen had a problem with that name; they were concerned that Nichols Way would cause confusion in 9-1-1 circumstances. Mr. Wilson explained that the Planning Board was asked by the Board of Selectmen for a recommendation for the road name and at this point, for 9-1-1 purposes, the Chief thinks there might be issues with both names; the discussion was now going to be with the Board of Selectmen with possible input from the Police Chief for 9-1-1 issues. Ms. Hume said that she met with the BOS last week who explained that the BOS was the decision maker of the road name. Ms. Faulconer clarified that in her discussion with Chief Briggs, he advised that the most cautious approach would be to eliminate any similarity of names for the roads and buildings in Town. Ms. Christie stated that the Trustees were happy to get as much input from the public as possible for the name of the new building and the road. Mr. Heitz stated that the Selectmen are taking this discussion up on Monday night; he has had a brief discussion with Chief Briggs about possible 9-1-1 issues regarding the building being named Kingston Community Library due to the already existing Kingston Community Recreation Center. Mr. Wilson noted that he has spoken with a lot of people about the name of the new library who are shocked that the name would be anything other than Kingston Public Library. Mr. Heitz added that when he initially thought that Kingston Public Library or Kingston Community Library was basically the same but said that it might be an issue due to the similar name of the Recreation building. Mr. Heitz explained that the Planning Board proposal of Nichols Way was, in his opinion, geared to recognizing the generosity of the Nichols family and carrying that over to the new library location; that Library Lane was looked at as generic and Nichols Way being more of a tribute. Mr. Coffin said that it would probably be confusing to have Nichols Way and Nichols Memorial Library being in two different parts of Town. Mr. Heitz explained that the Board of Selectmen hadn't had much conversation about the current library but the possibility existed that it might be the Historic Museum; Ms. Hume suggested that the Nichols name might still need to be part of the name; Mr. Coppelman believed that the name might still need to be on the building with a nameplate but a suggested the Board make a motion to the effect; Mr. Wilson explained that the Board had already made that motion which initiated this discussion. Ms. Christie asked if anyone had any additional suggestions for

the road name. Ms. Faulconer suggested that, if neither name was acceptable due to building name similarities, the Town may want to choose a name that had nothing to do with the library. She said that this was the first road being built specifically for a Town reason for a long time; often road names are based on some type of significant occurrence and suggested that road be named Ouellette Road or Drive due to the significance of the Town Clerk's 50 years of service which was unlikely to happen again. Ms. Christie stated that this was a thoughtful suggestion. The Library Trustees will meet with the Board of Selectmen on Monday night.

Board Business, continued

Priorities, continued: Ms. Faulconer suggested that the minor adjustments proposed by Ms. Truslow for the Aquifer Ordinance be added; Mr. Pope agreed that they were minor adjustments.

Added to the previous list:

- Aquifer Ordinance minor changes
- Stormwater Management, enforcement issues
- Watershed Protection Ordinance by Lake Associations: Mr. Landry explained that there is one item in the Master Plan that suggests expanding the Wetland Protection Zone into a Watershed Protection Ordinance; the Lake Associations are trying to see if they should adopt a Watershed Council; he suggested that if they do, it might be worthwhile for the Board to explore a Watershed Protection Ordinance with the Associations' help. Mr. St. Hilaire said that the whole Town is a watershed with ½ being in the Pow Wow watershed and the other ½ in the Exeter River watershed; Mr. Landry said that the Lake Association groups are interested in the Greater Merrimac Watershed. Mr. Wilson said that if the Associations do this in a timely manner than the Board could probably do this but he expects to have scientific methods behind the proposal and agrees that the Board should at least talk about it. Mr. Coppelman agreed that as it is an item identified in the Master Plan then the Board should look at it. Mr. Wilson re-iterated that he didn't want recommendations without scientific justifications for them; Mr. Landry agreed; Mr. Coppelman added that the Board would have to review the vetting to determine the basis for any recommendations. Mr. Landry suggested that the Conservation Commission should be part this.

Mr. Wilson suggested doing some research on any grants that might be available to assist the Board in accomplishing these goals; he added that this was an open list which could be added to as needed; he'd like to set up a timeframe to determine what the Board needs for meetings.

Mr. Wilson asked to clarify issues with Mr. Greenwood's work load; he stated that there are two people in the office and when the Board asks either one to accomplish a task it can be done by either Mr. Greenwood or Ms. Faulconer and they can work that out between them. Mr. Coppelman agreed that the tasks could be worked out between them; Mr. Wilson said he simply wanted the Board's verification that this was okay with the Board. No one disagreed.

Master Plan: Mr. Coppelman stated that it was appropriate that the Board keep the Master Plan on its radar; the last time it was done, it was the a re-write of the entire plan which took a very long time; he suggested that Board may want to consider updating one section every year and to

prioritize these updates based on things that might be happening in the Town at the time. Mr. Wilson stated that this was an excellent idea.

Mr. Wilson suggested that until Mr. Shalett has email capability that he might want to come to the office to pick up any pertinent information as preparation for upcoming meetings as a tremendous amount is sent out by email; this cuts down on some time at the meetings. Mr. Heitz suggested that the documents can be printed out for him; Ms. Faulconer agreed that this was not an issue to do for him; Mr. Shalett will stop by the office and pick-up the information.

Meetings: Mr. Wilson asked if the 6:30 start time was still convenient for the Board members; after some discussion, the Board agreed to begin the meetings at 6:45 starting on April 24th. The Board returned to Mr. Wilson's suggestion of meeting twice a month. The Board agreed that if there were no plans submitted for review by the due date, the 4th Tuesday's meeting would be cancelled.

Bond Review/Wicked CAS : Mr. Heitz returned to the Board regarding the Donel Ironworks bond interest and explained it was a cash deposit that had earned and accumulated significant interest when the rates were higher.

Mr. Heitz visited Wicked CAS which has added a "dynamometer" to the interior of the building; he suggested the Board review the approval and determine whether it is an expansion of use and whether it requires any additional review or approvals from the Board. Mr. Coppelman agreed that the existing approvals should be researched and use as a basis for the Board's discussion. Mr. Wilson said that it may bring up issues with fumes; Mr. Heitz suggested that the Board may need to review the noise ordinance for this use and determine whether it constitutes an expansion; Mr. Coppelman stated that noise and fumes are within the purview of the Board; these items would normally be part of the review process and the applicant would need to show how the noise would be mitigated; Mr. Pope commented that the Board had required this for previous proposals. The Board discussed the noise ordinance, zone requirements, excessive noise, and dynamometers and how they worked.

ACTION ITEM: Ms. Faulconer will review the file for the current approvals for the Board to review at its next meeting.

Recognition Event: Mr. Heitz told the Board that they were having an event for Bette Ouellette on Wednesday, April 4th and the Planning Board members and Mr. Greenwood were welcome to attend; anyone attending needed to contact Ms. Faulconer so she could get that information to Ms. Grant.

ACTION ITEM: Ms. Faulconer will send the specifics to the Board members; Board members need to reply so "count" can be given to the BOS's administrative assistant.

Planning Board Training: Mr. Coffin asked if there was any new Board member training available; Mr. Greenwood said that OEP used to have training but it wasn't done any more; he doesn't think there is anything being proposed; he had done this type of training in the past.

ACTION ITEM: Mr. Greenwood will bring materials from his office that he had used in the past for Planning Board members' training; he offered to meet with any Board members on a Monday afternoon and provide training to them.

ACTION ITEM: Ms. Faulconer will double-check with LGC for any pertinent training for new Planning Board members.

MM&S to adjourn at 7:50. (Motion by Mr. Coppelman, second by Mr. Landry) PUNA