

**Kingston Planning Board
Public Meeting
April 1, 2014**

The Chairman called the meeting to order at 7:25 PM. There were no challenges to the legality of the hearing.

Members in attendance:

Richard Wilson, Chairman	Ernie Landry
Glenn Coppelman, V. Chair	Adam Pope
Mark Heitz, BOS rep.	Peter Coffin

Also in Attendance: Ellen Faulconer, Administrative Assistant (Board Alternate)

Absent: Stanley Shalett, Rich St. Hilaire, alternate

**Diamond Oaks
Route 125
Tax Map R-3 Lot 4**

The Board had previously decided that this project qualified for expedited review. Jim Dufresne explained that he was proposing building a 24' x 30' garage; he gave a brief description of the project. Mr. Wilson noted that the Health Department and Fire Department had no comments. Mr. Dufresne added that he would be taking down one shed close to the road by the parking lot and replacing it with this one. Mr. Coppelman suggested that the plan reflect that intent. Mr. Dufresne continued that the shed/garage will be used for equipment storage, items such as tools, golf carts and the likes. He noted that all of the fertilizer is stored off-site. He clarified that no chemicals will be stored in this structure; it will hold a truck and a plow in the winter. The plan was amended to add this note and the note that the other shed is being removed. Mr. Dufresne and Mr. Wilson signed the amended plan.

MM&S to approve the plan as amended with the above notes and signed by Mr. Dufresne and Mr. Wilson. (Motion by Mr. Pope, second by Mr. Heitz) **PUNA**

**Kenneth Young
5K Auto
66 Route 125, Unit 8
Tax Map R5-21**

Mr. Young was invited in to speak with the Board regarding his application for inspection plates. Previous approvals for the site were reviewed. Mr. Young noted that Kenneth Chapman was currently operating in this location since September 2013 without any permits from the Town. He explained that his intent was to get permission to do State inspections at this location but he will be leaving this location. He stated that Mr. Chapman wanted him to run the place for him; he originally planned to start April 1st but had changed his mind. He suggested that the Town might want to review the site. Mr. Young said that he is withdrawing his application; he was

going to a different location. Mr. Heitz stated that the Building Inspector will be sent to review the site. Mr. Young gave the Board a letter written by the property owner.

Board Business

Correspondence:

- Letter received from Camp Lincoln regarding the building of a “fire tower”; Mr. Coppelman suggested requiring an amended site plan; there was a question as to whether an expedited plan would be appropriate.

ACTION ITEM: Mr. Greenwood will review the proposal and the Planning Board file to determine whether there should be an amended or expedited review.

- Letter from Travis McConnell with accompanying building permit; Until 6 is being separated into two units.

ACTION ITEM: Ms. Faulconer to contact Mr. McConnell regarding additional information; he can write the information in a letter to the Board or come in to speak with the Board.

- American Town Corporation at Depot Road – they are adding an 8’ x 14’ ground space generator; built-in fuel tank; diesel storage. The Board will require an amended site plan.
- Camp Lincoln requesting their escrow fees back from the LLA; Ms. Faulconer to review for any outstanding charges then it is okay to release. .
- Ad for Pope Housing reviewed; the ad notes that it is a dealership with 12 to 60 homes on site for purchase.

ACTION ITEM: Review the site plan to confirm that this was not an approved use; invite them in to discuss the use noted in the ad with the Board.

- Letter received from Summit Outdoor Solutions; the letter was read. Mr. Wilson explained that the Board would need to have the Circuit Rider/Planner review the file and get back to the Board. Mr. Coppelman said that the property is located in the HDC and they usually see the applicant before the Planning Board. Ms. Merrill noted that there are no changes being proposed to the building. Mrs. Clark stated that there was an approved site plan. Mr. Wilson noted that this was in the aquifer and there might be concerns with pesticides. The areas being proposed to be used were discussed. Mr. Wilson said that the Board would need something in writing from the owner noting that they were aware of, and agreed with, the proposal. He explained that once the information was received, it would be given to the Departments for review and comments. Mike Simone introduced himself and suggested answering any questions the Board might have. Mr. Wilson explained the Board’s procedures re-iterating that the proposal was not on tonight’s agenda; with chemicals involved, the Board would need to have information received to hand out to Department Heads for their comments. Mr. Coppelman stated that they would need to contact the HDC. Donna Clark asked if the applicant could use the office prior to getting approval for use of the rest of the site. Mr. Heitz suggested that might be a possibility that the Board could review. The applicant will provide the Board with additional information to be distributed to the Departments. The applicant will return on April 15th when the Board will decide the level of review required for this use.
- Danna Truslow invoice for Trendezza approved.
- Budget reviewed
- OEP registration notification read; Mr. Coffin was authorized to attend; he will get in touch with Ms. Faulconer regarding the invoice for this.

- Mr. Coppelman and Mr. Pope's oaths of office were received.
- Conservation Commission letter reviewed regarding procedures.
- NHDES Drinking Water Source meeting announced.
- Town and City magazine received
- RCCD Annual report received
- Letter from Shane McKeen read regarding removing conduit rack and adding a ladder rack and conduit on North side of garage. Mr. Coppelman noted that, if approved, these items needed to be shown on the approved plan. The Board agreed that an expedited plan would be acceptable.

ACTION ITEM: Ms. Faulconer will contact Mr. McKeen to explain the expedited plan process to him.

- Compliance request received from Mr. Greenwood; the Board suggested Ms. Faulconer contact Mr. Galloway regarding the piles of concrete the Town was informed is now located at the site.

ACTION ITEM: Ms. Faulconer to contact Mr. Galloway and ask for a letter describing the activity or invite him in to speak with Board, whichever Mr. Galloway prefers.

- Copy of ZBA appeal for Montana Realty

ACTION ITEM: Ms. Faulconer to prepare a response from the Planning Board and have it available for review for the next Planning Board meeting.

- Letter received re: Wellhead Protection Program
- Mailing from a realtor regarding property on Exeter Road; to be given to BOS/Inspectors due to incorrect information in the description.

MM&S to approve the 2/4/14 minutes as written. (Motion by Mr. Coppelman, second by Mr. Landry) **Motion carries 4-0-2** with Mr. Pope and Mr. Heitz abstaining.

MM&S to approve the 2/25/14 minutes as written. (Motion by Mr. Coffin, second by Mr. Coppelman) **Motion carries 4-0-2** with Mr. Pope and Mr. Heitz abstaining.

Election of Officers

Mr. Heitz noted that he would be continuing as the Selectmen's representative to the Planning Board.

Mr. Wilson asked if anyone was interested in the Chairman position noting that he would be glad to continue at the pleasure of the Board. Mr. Wilson asked if anyone was interested in the Vice Chairman position; Mr. Coppelman stated that he would be happy to continue.

MM&S to elect Richard Wilson as Chairman for this year. (Motion by Mr. Coppelman, second by Mr. Pope) **Motion carries 5-0-1** with Mr. Wilson abstaining.

MM&S to elect Glenn Coppelman as Vice Chairman. (Motion by Mr. Coffin, second by Mr. Landry) **PUNA**

MM&S to continue with Glenn Coppelman as the Planning Board representative to the HDC. (Motion by Mr. Wilson, second by Mr. Coffin) **PUNA**

MM&S to continue with Stanley Shalett as the Planning Board alternate to the HDC.
(Motion by Mr. Coppelman, second by Mr. Coffin) **PUNA**

CIP Members: Mr. Coppelman volunteered; Mr. Coffin volunteered; Mr. Landry suggested someone else on the Board might like the opportunity but also volunteered. He added that people needed to get the information regarding the CIP in when it is due otherwise it unnecessarily prolongs the process.

MM&S to appoint Mr. Coppelman, Mr. Coffin and Mr. Landry to the CIP committee.
(Motion by Mr. Wilson, second by Mr. Pope) **PUNA**

Alternates:

MM&S to appoint Ellen Faulconer as an alternate, term expiring in 2017 and Mr. St. Hilaire as an alternate, term expiring in 2016. (Motion by Mr. Coppelman, second by Mr. Wilson) **PUNA**

There was discussion regarding solicitation of another alternate.

ACTION ITEM: Ms. Faulconer will ask Ms. Grant to add the notice for Planning Board alternate to the web site.

Board Business, continued:

Mr. Wilson noted that he received a letter from Mr. Pellegrino.

MM&S to enter into non-public session to discuss a personnel matter. (Motion by Mr. Coppelman, second by Mr. Pope) Mr. Wilson polled the Board: **(PUNA)**

Mr. Coppelman – Yes	Ms. Faulconer - Yes
Mr. Landry – Yes	Mr. Wilson – Yes
Mr. Heitz – Yes	Mr. Pope – Yes
Mr. Coffin - Yes	

The Board discussed reviewed correspondence.

MM&S to come out of non-public session. (Motion by Mr. Coppelman, second by Mr. Landry) Mr. Wilson polled the Board: **(PUNA)**

Mr. Coppelman – Yes	Ms. Faulconer – Yes
Mr. Landry – Yes	Mr. Wilson – Yes
Mr. Heitz – Yes	Mr. Pope – Yes
Mr. Coffin – Yes	

ACTION ITEM: Ms. Faulconer will send copies of the correspondence to the Board members for their review prior to additional discussion.

MM&S to adjourn at 9:10 PM. (Motion by Mr. Coppelman, second by Mr. Pope) **PUNA**