

**Kingston Planning Board
Public Meeting
February 22, 2011**

The Chairman called the hearing to order at 6:45 PM. There were no changes to the legality of the hearing.

Members in attendance:

Richard Wilson, Chairman
Jay Alberts, Vice Chairman
Adam Pope, Alternate

Glenn Coppelman

Members Absent: Ernie Landry, Dan Mastroianni, Chuck Hart (BOS representative), Richard St. Hilaire (alternate), Marilyn Bartlett (alternate).

Also in Attendance: Glenn Greenwood, Circuit Rider Planner (joined the meeting in progress); Ellen Faulconer, Administrative Assistant to the Planning Board and Vice-Chair of the CIP committee; Lynn Gainty, Chairman of the BudCom and member of the CIP Committee; Deb Powers, BudCom member and member of the CIP.

Mr. Wilson stated that Mr. Pope would be a voting member during this evening's meeting.

Board Business

Critical Correspondence:

- Letter for Mr. Dufresne dated Feb. 22, 2011 was signed by the Chairman
- Copy of letter dated Feb. 18, 2011 to Mr. Brox from Mr. Galloway's attorney was received.
- Map of location for Brox site walk was received.
- The Board reviewed a request received from a graduate student regarding the review of 100 development proposals for wetlands review and recommendation. The Board discussed the amount of administrative support that this might require. Mr. Coppelman said that he didn't see the value for Kingston for the staff time required to support the research as the Town had already paid professionals to re-do the Wetlands Ordinance.

MM&S to notify Jessica Veysey that the Board has decided to not accept her proposal to work with the Town at this time. (Motion by Mr. Coppelman, second by Mr. Alberts) **PUNA**

ACTION ITEM: Ms. Faulconer to contact Ms. Veysey declining her proposal and thanking her for her interest.

- Letter from 43 Rte. 125 for the Board's information; research on proposal was already done and approved by Ms. Faulconer and given to the Inspectors to begin the Business Occupancy Permit process.
- Receipt of Deliberative Session minutes

MM&S to approve January 25, 2011 minutes as written. (Motion by Mr. Coppelman, second by Mr. Alberts) **PUNA**

Action Items Update: Ms. Faulconer explained that the letter to Mr. Lumnah had already been written; Board forms have been updated to include requiring supporting documentation to be notarized when applicants, etc. were unable to attend a meeting.

Capital Improvement Plan

Mr. Coppelman, Chairman of the CIP Committee, began by explaining that the committee was made up of Planning Board members, Ernie Landry, Richard Wilson and himself, Budget Committee members, Lynn Gainty and Deb Powers, Selectmen were represented by Mark Heitz, and citizen member Ellen Faulconer, along with professional assistance from Glenn Greenwood of the Rockingham Planning Commission. Mr. Coppelman discussed the process and stated that this update had two differences: the six-year plan was now updated to include years 2011-2016 and the table/spreadsheet had the data represented differently. Ms. Powers explained the new spreadsheet to the Board; the new schedule shows expenditures and revenues more accurately and also shows the amounts needed to be raised by taxation each year and a 6-year average.

Mr. Coppelman noted that the CIP Committee decided, once again, to not make recommendations on prioritization. He added that this can be done and other CIP committees do make these recommendations but it was not done this year.

Mr. Wilson asked, when these items come on the ballot, would they now include the CIP's recommendations. Ms. Faulconer explained that the CIP has no legal jurisdiction to put a recommendation on the ballot only the BudCom and BOS can make recommendations.

Ms. Powers asked if the completion of the CIP would allow the Planning Board to require Impact Fees. Mr. Wilson stated that the Town already has an Impact Fee ordinance; the work needs to be done to do it accurately and the Board will be following up on that with funds in this year's budget.

Mr. Coppelman thanked the Committee for their work; the goal was to have this completed before the election and the Committee was pleased that this was accomplished.

MM&S to adopt the Capital Improvement Plan as presented. (Motion by Mr. Alberts, second by Mr. Coppelman) **PUNA**

ACTION ITEM: Ms. Faulconer to get the CIP to Mr. Middlemiss for posting on the Town's web site.

MM&S to adjourn at 7:20. (Motion by Mr. Coppelman, second by Mr. Pope) **PUNA**