



**Town of Gilmanton, New Hampshire  
Planning Board  
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Approved: 07/08/2010

Desiree Tumas, Administrator  
Mark Fougere, Certif. Planner  
Nancy Girard, Chair  
John Funk, Vice-chair  
Rachel Hatch, Select-Rep  
Dan Hudson, Member  
Marty Martindale, Member  
Dave Russell, Member  
John Weston, Alternate

**Minutes of the Meeting  
June 10, 2010  
7:00 pm**

- Member Attendance** John Funk, Vice Chair; Rachel Hatch, Select Rep.; Dan Hudson, Member; Marty Martindale, Member; David Russell, Member; John Weston, Alternate Member; Mark Fougere, AICP; Desiree Tumas, Administrator.
- Municipal Attendance** Tim Warren, Town Administrator; Nanci Mitchell, Conservation Commission; Justin Leavitt, Recycling Center; Paul Perkins, Highway Department; Michael Hatch, School Department; Stan Bean, Budget Committee; John Fauci, Superintendent of Schools.
- Public Attendance** (As signed in) David Jeffers, LRPC; Amanda Dow, NH Audubon; Carol Foss, NH Audubon; Jeff Green; Diane Pearl, Bruce Pearl, Russ Pearl.

**Open Meeting**

Acting Chair in the absence of Chair Girard, Vice Chair Funk called the meeting to order at 7:03 pm.

Explanation of Meeting Procedures  
Introduction of Board Members

**Approval of the Minutes**

May 13, 2010 – Regular Meeting

***Member Martindale moved to approve the May 13, 2010 Minutes of the Meeting as amended, Member Hudson seconded the motion as stated; the motion passed unanimously.***

May 17, 2010 – PB #0510 – Pearl Site Walk

***Member Hudson moved to approve the May 17, 2010 PB #0510 – Pearl Site Walk Minutes, Select Rep. Hatch seconded the motion as stated; the motion passed unanimously.***

**Capital Improvement Program Submission**

Justin Leavitt, Recycle Center; Paul Perkins, Highway Department; Tim Warren, Town Projections; Rachel Hatch, BOS; Michael Hatch, School Department.

Justin Leavitt, Recycle Center; Paul Perkins, Highway Department; Tim Warren, Town Administrator; Rachel Hatch, Select Rep.; Michael Hatch, School Board Member and John Fauci, Superintendent of Schools are in attendance to present the Capital Improvement Program projections.

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**Recycle Center**

Vice Chair Funk recognized Justin Leavitt.

Mr. Leavitt explained the projected needs of the Recycle Center were a combination of equipment and building needs noting the routine maintenance on the existing equipment has extended the recommended life expectancy of several pieces of equipment and the periodic up keep of the buildings and walls have been a challenge and will continue over the next few years until the time has come to make replacement equipment purchases and building renovations.

The Board questioned phased building for renovation needs of the main building and compactor building? Mr. Leavitt explained that residing of a building is better done at one time to ensure the color of the siding is from the same lot.

Following brief discussions pertaining to the types of maintenance that has been ongoing; Vice Chair Funk thanked Mr. Leavitt for his presentation and called for further questions, hearing none; discussions were concluded.

**Highway Department**

Vice Chair Funk recognized Paul Perkins.

Mr. Perkins explained the projected needs of the Highway Department were mostly the anticipated bridgework scheduled on Crystal Lake Road and two bridges on Stage Road as well as the paving Loon Pond Road.

Mr. Perkins and the Board went on to discuss the lead time needed to have individual plans completed from design to permitting takes approximately one year. The Board suggested using RFQ to select a single firm to complete the engineering of all three-bridge projects as a means of cost savings. Mr. Perkins agreed it would be worth exploring.

Mr. Perkins went on to explain that some of the equipment/vehicle costs have been adjusted to reflect the anticipated increase in cost by the time the equipment/vehicle purchases are scheduled.

The Board discussed the split costs of bridge repairs/replacements and scheduling, concluding that the scheduling is dictated by the state and based on available funding.

Vice Chair Funk thanked Mr. Perkins for his presentation and called for further questions, hearing none; discussions were concluded.

**Town Government**

Vice Chair Funk recognized Tim Warren and Rachel Hatch.

Mr. Warren explained the projected needs of Town Government were building and service related. The "Repair Old Town Hall" line item is being removed and the Academy Building Sprinkler System been added.

The Board briefly discussed that a pre-school was considered as a possible use of the Old Town Hall, however due to the high cost of renovations the idea was dismissed. Also entertained was possibly the Historic Society utilizing the building. Vice Chair Funk redirected discussions to the Capital Improvement projections.

Mr. Warren explained a capital improvement study committee for the Academy Building, Corners Library and the Old Town Hall has been formed to assess all aspects of the buildings and determine the earmarks necessary to present recommendations to the Board of Selectmen.

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Currently the committee has 6 members and ideally they would like to have 9 members. The Committee is expected to meet with the Board of Selectmen at the June 28, 2010 BOS Meeting. Any interested party is asked to contact the Selectmen's Office to participate on the committee.

Mr. Warren went on to explain the Assessment Update line item has been increased to cover the anticipated increase of cost when it comes time to complete the required remapping.

The Board briefly discussed and dismissed the possibility of using the boiler from the Old Town Hall due to the age and condition of the boiler has been potentially damaged by flooding in the basement, adding it would not be cost effective to disconnect, transport and reinstall the old boiler at the Academy Building.

Mr. Warren continued, by explaining the restoration of the copula is going to be done by Fifield Restoration adding that the grant funding of \$20,000 was denied. Possible funding from the LCHIP Grant is currently being explored.

The copula repairs will be done in two phases; phase 1 would be removing and restoring the copula and phase 2 would be repairing and reinforcing the roof and replacing the copula. An initial payment of \$5,000 has been paid to begin phase 1 and should funding not be available by November 01, 2010, Fifield Restoration has agreed to store the copula and work will resume in the spring.

Vice Chair Funk thanked Mr. Warren for his presentation and called for further questions, hearing none; discussions were concluded.

**Gilmanton School**

Vice Chair Funk recognized John Fauci and Rachel Hatch

Mr. Fouci explained the Schools needs were focused on repairing the roofs of the various wings based on the construction date of each wing. Roof replacement quotes have been received, however the cost to replace far exceeded the available funding, all submissions were rejected and quotes for roof repairs are currently being explored.

The school population has been fluid over the past few years where there was a steadily growing population noted through the mid to late 2000's with a student population of 400+. Now with the economy in a downward pattern the number of students has declined to 385 students.

The School is currently at capacity and several options are being explored from closing in the quad to the use of trailers for classroom space. The additional expense of plumbing/electrical and other needs for the trailers is cost prohibitive and other options are being explored.

Discussions pertaining to the use of Bonds as a means to pay for projects were briefly entertained concluding that the CIP and Bond expenditures are maintained separately.

Mr. Fauci went on to explain that the current contract for high school student to attend Gilford High School will be active for another 15 years and that a new high school would again be explored at a later time.

Brief discussions pertaining to the SAU Offices being moved to the Old Town Hall concluded that the building is in need of mold and mildew abatement in addition to other renovations necessary to create a safe working environment.

Additionally, the SAU is considering utilizing space at the school once renovations are complete. Accommodations to house the SAU Offices are currently being explored.

Vice Chair Funk thanked Mr. Fauci for his presentation and called for further questions, hearing none; discussions were concluded.

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Vice Chair Funk thanked the attending Department Heads for their attendance and presentations for the Capital Improvement Program. It was additionally noted that submissions of projected capital improvements would be scheduled each year following Town Meeting to maintain the integrity of the CIP document.

Stan Bean, Budget Committee Chairperson thanked the Board for the work they have done and will continue to do to complete the CIP update.

Vice Chair Funk explained that the Board would conduct a joint public hearing with the Board of Selectmen at the Planning Boards regular meeting on July 08, 2010, to review the CIP submissions for final approval before printing the CIP document.

Vice Chair Funk called for further discussion, hearing none; discussions were concluded.

**Public Hearings**

**Continued from May 13, 2010 - PB Case #0510 – Bruce & Diane Pearl** has applied for a Boundary Line Adjustment seeking approval to adjust the boundary of the property shown as **(TM 405//LT 16 & 20)**. Said property is located at 787 Middle Route and on the corner of Middle Route and Grant Hill Road, in the Conservation Zoning District.

Vice Chair Funk recognized Jeff Green, Land Agent for Bruce and Diane Pearl.

Following a brief review of the propose Boundary Line Adjustment; Board Members stated concern regarding the following:

- The downward slope from the road and the constraints of the wetlands with regard to development.
- Septic placement between the house and the street with limited space.
- Taking a conforming lot and creating a non-conforming lot.
- Question why the additional 5 acres to make the lot conforming are not being considered when there is ample acreage in the back lot. The Applicant is opposed to adding the 5 acres to make the lot conforming.
- Setting precedence if the non-conforming lot is approved.
- The number of waivers required to grant approval
- Impact to the stream with the additional run-off created by the development.
- Board Members do not see the “hardship” of adding 5 acres to make the lot conforming.

The Board went on to discuss the following:

- The resulting lot is consistent with other lots in the area.
- The “Back Lot” will not be further subdivided and no buildings or structures constructed per the Zoning Board of Adjustment Letter of Decision, approving the Variance.
- The Conservation Commission supports the proposed Boundary Line Adjustment provided there is no further subdivision and no buildings or structures constructed on the “Back Lot” protecting the intermittent and perennial streams that are on the subject property and adjoining properties.

The Board revisited the manner in which Mr. Green dismissed the joint hearing option as he contends he had not heard about the joint meeting option prior to coming to the Planning Board. Also revisited were the number of waivers required to approve the proposal.

Mr. Green stated he was unaware of any waivers that would be required and went on to dispute the applicability of the lot requirements as they relate to the Boundary Line Adjustment.

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It was explained that any resulting lots of a subdivision or boundary line adjustment must meet the applicable requirements of the subdivision regulations including, **Section VI:C Lots**. The validity of which was overlooked during the Zoning Board of Adjustment hearing of the case.

Vice Chair Funk requested comment from the Board Members regarding the necessity of waivers and all agree waivers would be required to proceed.

Board Members expressed a desire to continue the hearing to allow the Applicant to submit the necessary waivers and provide an opportunity for Chair Girard to comment on the waivers submitted as well as the final decision on the case.

Vice Chair Funk stated he has never had this type of issue arise in the past and all aspects must be explored due to the complexity of the case and entertains a motion to continue the hearing until the July 08, 2010 regular meeting.

***Member Hudson moved to continue the public hearing until the July 08, 2010 regular meeting to allow the Applicant to address the following:***

- 1. Submission of Waivers.***
- 2. Driveway approval from the Town Highway Department***
- 3. Tree removal along Middle Route as recommended by the Road Agent.***
- 4. Per the ZBA Decision Letter an additional note on the plan stating that there will be no further subdivision of the "back lot" being conveyed from Lot 20 to Lot 16 and that there will be no buildings or structures constructed therein.***
- 5. Compliance with all regulations unless a waiver is submitted seeking relief.***

***Member Russell seconded the motion as stated; Vice Chair Funk called for further discussion on the motion, hearing none; call for a vote on the motion on the table; the motion passed unanimously.***

Vice Chair Funk called for further question or discussions, hearings none; stated the Public Hearing was continued until the July 08, 2010 and that deliberations on the case would take place directly following conclusion of the public hearing.

### **Discussions**

David Jeffers, Lakes Region Planning Commission with Carol Foss of the Audubon Society to discuss Smart Growth Development

Vice Chair Funk recognized David Jeffers of the Lakes Region Planning Commission.

Mr. Jeffers explained that the LRPC is proposing to work with the Planning Board to complete a smart growth assessment.

A Smart Growth Assessment is a process by which a community reviews the eight Smart Growth Principles then explores whether its Master Plan, ordinances, and regulations support these principles. The local assessment serves as a guide, identifying links between ordinances and the Master Plan as well as pointing out areas where inconsistencies may exist. The Planning Board, with the Lakes Region Planning Commission providing technical support, usually guides this project.

Following brief discussion, Vice Chair Funk entertained a motion that the Planning Board will commit to work with LRPC and the Audubon Society to develop smart growth regulations and ordinances.

***Select Rep., Hatch moved to work with LRPC and the Audubon Society to develop smart growth regulations and ordinances, Member Russell seconded the motion as stated; the motion passed unanimously.***

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Vice Chair Funk called for further discussion, hearing none; discussions were concluded.

**Administrative Business**

Town of Gilmanton Subdivision Regulation - Review for amendment

Mark Fougere explained the Board had been provided a copy of the OEP Model Subdivision Regulations and the Town of Alton Subdivision Regulations to use as a reference to amend the subdivision regulations.

Following brief discussions, the Board determined they would like to have a subcommittee review and revise the current subdivision regulations. The Planning Board Administrator and Planner Mark Fougere will begin working on the document and present a draft to the Board once complete.

Vice Chair Funk called for further discussions, hearing none, discussions were concluded.

**Correspondence**

**Jackie Heath – Letter related the spreading of biosolids – Possible Ordinance regulating or possibly prohibiting the spreading of biosolids within the Town of Gilmanton.**

Following brief discussions, the Board determined they would like further information on the subject of agricultural biosolids use before entertaining possible regulation or ordinances in the fall and requested language currently used in other towns.

Vice Chair Funk called for further discussions, hearing none, discussions were concluded.

**Unscheduled Business**

Vice Chair Funk called for further business to come before the Board, hearing none; entertained a motion to adjourn the meeting.

**Adjournment**

***Member Martindale moved to adjourn the meeting at 10:40 pm, Member Russell seconded the motion as stated; the motion passed unanimously.***

Respectfully submitted,

Desiree Tumas  
Planning Board Administrator