



Town of Gilman, New Hampshire
Gilman Planning Board
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Michael Jean, Chair
Gary Anderson, Vice Chair
Gabriel Jerome, Member
Roy Buttrick, Member
R.J. Ilg, Member
Vacant, Member
Steve McCormack, Alternate
Marshall Bishop, Selectmen Rep
Michael Wilson, Alt. Selectmen Rep
Mark Fougere, Certified Planner
Diane Marden Planning Admin

Minutes of April 12, 2018

Roll Call

Selectmen's Representative Marshall Bishop called the meeting to order at 7:03 p.m. Those present included Gary Anderson, Member Roy Buttrick, former Alternate Selectmen Michael Jean, R.J. Ilg., Planning Administrator Diane Marden and Town Planner Mark Fougere. Alternate Member Steve McCormack was excused at this meeting along with Member Gabriel Jerome. Marty Martindale was also present at this meeting setting in the vacant seat formerly held by John Weston but was unable to vote on any issues. Everyone introduced themselves, and the first order of business was the election of officers.

Election of Officers

Gary Anderson made the motion to appoint Michael Jean as Chairman of the Board. Selectmen's Representative Marshall Bishop seconded the motion. *Motion passed on a vote of 5-0.*

Selectmen's Representative Marshall Bishop made the motion to appoint Gary Anderson as Vice Chairman of the Board. Motion was seconded by R.J. Ilg. *Motion passed on a vote of 4-0.* Member Roy Buttrick abstaining for the record.

Minutes of March 21, 2018

Chairman Michael Jean tabled the minutes of March 21, 2018 until the next meeting on Thursday, May 10, 2018.

PB Case# SPR2017-401 for a Site Plan Application by Stephen & Kristie Owens application to create a space in their existing building for the purpose of a localized Farmers Market location for Gilman's Own, and possible additional commercial space, to be located at 396 NH RT 140 on Tax Map 127-012 (.365 acres) in the Light Business District Zone.

Town Planner Mark Fougere updated the "new" Planning Board members on Stephen Owens project at the Old Fire Station. Mr. Fougere stated the previous planning board had conditionally approved Mr. Owens application in September 2017, and is awaiting the site plan to sign off on it with the following conditions.

- NH DOT permit conditions must be met and placed on plan.
- Individual Bays must be placed on plan in their current location.
- NH DES approved septic System must be noted on plan.
- ZBA Variance conditions must be on the plan.

- 37 - 7 paper copies must be submitted for signature for approval and one pdf of the
38 plan.
39

40 Members asked questions relative to egress, asking if exit signs are in place. Mr. Owens
41 responded they are. Mr. Owens stated he is going to be using curbs along 140 to prevent
42 parking in the front of the building per DOT. Chairman Michael Jean asked what the hours of
43 operation would be for the Market? Sarah Welcome-Baldwin stated approximately 3 days per
44 week during the spring hours, and then 5 days a week during the summer with 1-2 volunteers
45 per shift. Chair Jean asked about signage for the Market? Ms. Baldwin stated they have a small
46 sign that will be hung on the side of the building and it is smaller than those outlined in the
47 Historic District Regulations, so she believes they will be fine.
48

49 Chairman Michael Jean asked what he had left to do to comply with everything he needs to
50 comply with before the plan is signed off on. Mr. Owens stated he anticipates receiving the site
51 plan from the surveyor within a day or two. He does have an appointment with the building
52 inspector on Friday, and a scheduled appointment with the Plumber to finish the plumbing.
53 Until then there is a porta potty on site, that the Fire Chief/Health Inspector who gave us a
54 Temporary Permit to use the potty on site. The Fire Chief has also reviewed the building for fire
55 safety issues. Soon as these are complete the plan should be in front of the planning board for
56 signature. Chairman Jean stated good he knows the Towns people are looking forward to
57 having the Market up and going. Mr. Jean thanked Mr. Owens for coming in. The group exited
58 the building.
59

60 **Master Plan Update**

61

62 TP Mark Fougere explained the former Planning Board had been working on the Master Plan,
63 and that it nearly has been completed. Mr. Fougere explained some of the survey results, and
64 stated he would get back to this at the next meeting.
65

66 **Adjournment**

67

68 Roy Buttrick made the motion to adjourn at 8:45 p.m. R.J. Ilg seconded the motion. ***Motion***
69 ***passed 5-0.***
70

71 ***Respectfully Submitted***

72 *Diane Marden, Planning Administrator*
73
74

75 **Authorized by** _____

76 *Chairman Michael Jean*
77

Date: _____