



**Town of Gilman, New Hampshire
Planning Board**

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PLANNING BOARD MEETING

Minutes of April 8, 2021

CALL TO ORDER- Chairman Buttrick opened the meeting of April 8, 2021 at 6:00pm.

A. ROLL CALL

Member Marty Martindale, Chair Roy Buttrick, Vice Chair Bill Mahoney, Member Brett Currier, Member Vincenzo Sisti, Member Jake Dalzell, Selectmen Rep. Mark Warren, and Planning Administrator Bre Daigneault were present at this meeting. Also present were Code Enforcement Officer Fab Cusson and property owner Gary Anderson.

B. SITE WALK- The meeting began with a site walk at 136 NH Route 106. The property is identified as tax map and lot 421-018 consisting of 4.45 acres located in the business zone. The building is currently being utilized as office space, a car dealership, contractor's yard, doggie daycare, a vehicle repair shop, and a living area. A tour of a portion of the interior was conducted. This was followed by a tour of the grounds. Mr. Anderson was unsure if the fire alarm monitoring was hooked up. Members had concern with the wetlands along the north and east sides of the property. Mr. Anderson stated the area cleared on the north side of the lot was not filled in nor re-graded. The yard had been being cleaned up and re-organized in recent weeks. The remainder of the building was toured, excluding the apartment.

Upon completion of the site walk, the meeting was called to recess. Members and Mr. Anderson returned to the Academy Building, 503 Province Rd, where the meeting reconvened.

C. SALUTE TO THE FLAG

D. Public Hearings-

a. New- None

b. Old- None

Chairman Buttrick called for discussion of the site walk as listed as "other business" under agenda item H-a:

Member Currier had concern with safety issues including the illegal apartment and the condition of the garage. Member Martindale discussed areas that were not on the approved site plan. Mr. Anderson said his goal is to have the property cleaned up and to have a new site plan. Member Mahoney would like to wait for the report from the code officer before making comments. Chair Buttrick stated there was a cease and desist issued for an apartment in 2016, prior to Mr. Anderson purchasing the building. Mr. Anderson was unaware of the order but had been told at a later date that he was not allowed to live in the building. Selectmen Rep. Warren asked Mr.

Anderson, from his understanding, if he knew what he would need to do to be in compliance. Mr. Anderson felt he needed to get people out of the apartment and ensure any living area is code compliant. He asked if the board would accept a scaled GIS printout as a template for his site plan. Chair Buttrick did not think that would be acceptable. He stated there is an existing survey that could be utilized. Mr. Anderson and members viewed the survey from the 1980's. Mr. Anderson did not feel the topo was accurate to today's condition. Selectmen Rep. Warren felt where the topo has changed, he would recommend someone come in and delineate the wetlands to show a more accurate site plan. Mr. Anderson wanted to clarify he had not done any site work behind the building. Chair Buttrick confirmed. Mr. Anderson stated there had been culverts installed along Route 106 since the building was built which caused the wetlands around his property to lesson and re-route across the street. Member Dalzell felt Mr. Anderson was doing good at starting to have the place cleaned up. He felt there is more work needing to be done. Member Sisti felt it looks like the wetlands had been filled, though he could not say they definitely had been. Selectmen Rep. Warren inquired if a fence could be placed around the cable reels for safety purposes. An engineer or surveyor would ensure the regulations are being followed. Admin. Daigneault clarified this was not a formal application in front the board. Mr. Anderson would need to submit his application, a public hearing would be held, and the code officer would have his findings submitted. Member Currier recommended a fence be placed along the wetlands to ensure there is no dumping in the wetlands. Mr. Anderson agreed with the idea. He asked for clarification if the property needed to be re-surveyed or just have the wetlands delineated. Members agreed a new certified survey was not required, but an accurate plan needs to be submitted showing the wetlands and property details. It was discussed which areas of the lot could be utilized for vehicles and storage. Green space could be added for aesthetics. Member Sisti recommended keeping junk cars away from the wetlands, possibly placing the reels in that area instead. Screens could be placed on the culverts to catch garbage coming down the hill. Chair Buttrick asked if the Selectmen would be taking action (for operating an illegal apartment after a cease-and-desist order). Selectmen Rep. Warren wished to wait for the report from code. Admin. Daigneault stated the fire chief had intended to be at the site walk but was out on a call. Mr. Anderson would allow the fire chief to inspect the property when he is able. Mr. Anderson would work on having a site plan updated.

E. Minutes-

March 11, 2021- Member Dalzell made the motion to accept minutes as written. Member Sisti seconded. **Motion passed 7-0**

F. UNFINISHED BUSINESS

G. CORRESPONDENCE

H. OTHER BUSINESS/PUBLIC COMMENT

b. Elect Chairman, Vice Chairman, and LRPC designees

Member Currier made the motion to appoint Roy Buttrick as chairman. Member Mahoney seconded. **Motion passed 7-0**

Member Currier made the motion to appoint Vincenzo Sisti as vice chairman. Member Dalzell seconded. **Motion passed 7-0**

Members wished to know more details about being a representative to the Lakes Region Planning Commission. Admin. Daigneault would email members additional information.

c. Site Plan Review Regulations

Admin. Daigneault stated the board would need to adopt new site plan regulations for an Outdoor Event Venue. Members would review the draft for the next meeting.

Chair Buttrick felt the site plan regulation for septic needs to be made clearer. He felt it is too vague.

Admin. Daigneault provided a draft of a change of tenancy application. This could be submitted each time a new business opens even if opening in an approved site. This would keep the board informed of changes and whether a new site plan would be needed.

Select. Rep. Warren stated the sign ordinance needs to be re-written. It has been brought to the attention of the Selectmen that the ordinance needs to be updated. Admin. Daigneault stated signs must adhere to the same rules and cannot be regulated differently based upon the content. Vice Chair Sisti inquired if signs could be regulated differently based upon the zone. This was unclear and would be looked into.

I. NON-PUBLIC-Pursuant to RSA 91-A:3, II(e) Litigation

Selectmen Rep. Warren made the motion to go into non-public pursuant RSA 91-A:3, II(e).

Chair Buttrick seconded. **Motion passed 7-0** by roll call.

Member Currier made the motion to come out of non-public. Chair Buttrick seconded. **Motion passed 7-0** by roll call.

J. ADJOURNMENT

Chair Buttrick made the motion to adjourn. Member Dalzell seconded. **Motion passed 7-0**

*Respectfully Submitted,
Bre Daigneault, Planning Administrator*

Authorized by 
Chairman C. Roy Buttrick

Date: 5/13/2021