



TOWN OF WAKEFIELD, NEW HAMPSHIRE
PLANNING BOARD

2 HIGH STREET
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MINUTES OF THE PUBLIC HEARING
April 15, 2010

Chairman Peg Stevenson called the meeting to order at the Town Hall at 7:00 pm. Attendees included:

MEMBERS		ALTERNATES		STAFF	
Peg Stevenson, Chairman	X	Dave Mankus	X	Arthur Capello, Bldg. Inspector	X
Donna Faucette, Vice-Chairman	X	Jerry O'Connor	X	Donna Beaudoin, Secretary	X
Peter Kasprzyk, Selectmen's Rep	X	Tom Dube	X	Robin Frost, Town Admin.	
John Blackwood		Stephen Royle	X		
Paul Winckler	X				

Attendees present: Relf Fogg, Steve Brown

Chairman Stevenson opened the meeting at 7:00pm with the Pledge of Allegiance to the Flag. The Chairman invited Jerry O'Connor to sit as a voting member in the absence of John Blackwood.

PUBLIC COMMENT

PUBLIC HEARING

Presentation by Linda Schier, Executive Director of AWWA

- 1. Final draft of Salmon Falls Headwater Lakes Watershed Management Plan**
 - a. Set of maps produced in conjunction with the Plan**
 - b. Next steps to be taken**
 - c. Recommendations from the Plan**
 - d. PREP review of ordinances as they pertain to water quality protection**

Chairman Stevenson invited Linda Schier to approach the Board and begin her presentation. Ms. Schier began by laying out a number of overlay maps and presenting the Board with a copy of the Salmon Falls Headwater Lakes Watershed Management Plan that was prepared for AWWA by FB Environmental Associates, Inc. She explained the process that AWWA followed in the creation of this plan and that it was a requirement in order to apply for future grant funding. The Board began an extensive discussion regarding the accuracy of the build-out analysis that is contained within the report. Alternate Member O'Connor suggested that the PEG channel could re-run the AWWA presentation from last year in order to stimulate public interest. The Board and Ms. Schier thought that this would be a good idea.

Continuing with the presentation, Chairman Stevenson invited all present to approach the table in order to view the various maps that were created in this project including but not limited to Topography, Land Use, Impervious Areas, Conservation Areas, Wildlife Areas, etc. All of these maps are included in the final draft plan and Ms. Schier explained that this document is available on the AWWA website at www.awwatersheds.org. The discussion continued regarding the three border lakes in Wakefield that are shared by NH and ME and whether it would be possible to arrange a joint Planning Board meeting with Wakefield and Acton working together.

Ms. Schier said that she hoped that this document could be included in the Town's Master Plan and the Chairman stated that it was a lengthy document; however, she felt confident that portions of it would be

included. The Board thanked Ms. Schier for the presentation.

BOARD BUSINESS

1. Establish goals and objectives for 2010

Chairman Stevenson reminded the Board that at last week's meeting, she had asked them to prepare for a discussion regarding goals and objectives of the Planning Board for 2010. She asked if anyone was prepared to discuss this. Selectmen's Representative Kasprzyk began the discussion by saying that the Board has a reputation of being "not business friendly" and he thinks that in order to overcome this, the Board needs to establish consistency. He went on to explain that every time that the Board changes, the expectations change and this needs to be clarified and be consistent. He thought that this could be implemented within the Master Plan and would therefore be a model that future boards would reference.

The discussion continued regarding the Master Plan and the need for a public survey. Various ideas were suggested regarding methods of distribution and return of the survey. For example, they could be distributed at Pride Day, 'sign up night' for recreational activities, in area restaurants, in a brochure rack in Town Hall, in the Town Clerk's office, etc. The Secretary was asked to forward to the members the previous questionnaire and sub-committee volunteer form.

Alternate Member Dube stated that the Board needed to put something in writing and work with it. He said that the Master Plan meetings from last year produced nothing and said that the number one goal this year should be to accomplish something. He volunteered to work on a draft chapter of the Vision Statement.

MOTION:

- 1. Write a preliminary draft of the Vision Statement of the Master Plan and have it ready for discussion at the May 13, 2010 meeting.**
- 2. Each member and alternate member will work on a draft questionnaire that will be given to the public in order to maximize feedback.**

Made by: Paul Winckler

Seconded by: Donna Faucette

Discussion: None

Vote: All in Favor, None Opposed

Alternate Member Dube was designated as the Coordinator of the committee that would work on the draft Vision Statement. Volunteers to work with Mr. Dube included Relf Fogg, Dave Mankus and Paul Winckler. Alternate Member Dube asked that this be placed on the agenda for the May 6, 2010 meeting. He explained that this would be a brief overview and felt that it was necessary to maintain the momentum. The Board agreed to this.

Chairman Stevenson recognized Building Inspector Capello who suggested that an important goal of the Board should be to review various zoning ordinances to determine that they are necessary and enforceable. He volunteered to spearhead this effort and provide a written report back to the Board. Alternate Member Mankus stated that an important goal the Board should consider would be to get the Master Plan kicked off and moving so that the Board would be able to devote more time in late summer to looking at Zoning Ordinances.

A question arose regarding gravel pits and a Town excavation regulation. Chairman Stevenson stated that Mary Pinkham-Langer of the DRA has been asked to be at the May 13, 2010 meeting in order to

guide the Board with this procedure. The discussion continued regarding groundwater protection and the Stewardship Program.

2. Update Planning Board Rules of Procedure

Chairman Stevenson asked if anyone had reviewed the Planning Board Rules of Procedure. Hearing no comment, she began by suggesting that the first item to consider for change is under Meetings, #1 – and suggested striking out “on the first Thursday of each month”. The Chairman next suggested a change under Meetings, #7 Order of Business – and suggest that “Public Comment” be added. Member Winckler stated that the Town had changed the official newspaper from the Granite State News to the Carroll County Independent – this would need to be changed under Notice. The Members agreed with these suggestions. The discussion continued regarding emails and the members thought this should be addressed in the rules and be in compliance with RSA 91-A:1-a.

Alternate Member Mankus suggested that the Board consider rearranging the table in order to allow Alternate Members to have space at the table and not have to spread out their paperwork on chairs. Chairman Stevenson responded to this by stating that during Public Hearings, it would be unclear to the applicant who would be voting on their application; however, she suggested that during work sessions, all Members and Alternate Members should be seated at the table. With this, she suggested that the second meeting of each month be renamed from Administrative Hearing to Work Session and asked for a motion from the Board.

MOTION: To change the Planning Boards second meeting of the month from Administrative Hearing to Work Session

Made by: Paul Winckler

Seconded by: Jerry O’Connor

Discussion: None

Vote: Unanimous

CORRESPONDENCE AND MISCELLANEOUS

1. Updates to Planning Board Member Handbooks

APPROVAL OF MINUTES

MOTION: To approve the minutes of April 8, 2010

Made by: Donna Faucette

Seconded by: Paul Winckler

Discussion: None

Vote: All in favor, none opposed

ADJOURNMENT

MOTION: To adjourn the meeting at 9:05 pm

Made by: Donna Faucette

Seconded by: Paul Winckler

Discussion: None

Vote: All in favor, none opposed

Respectfully submitted,

Donna Beaudoin
Planning Board Secretary