



TOWN OF WAKEFIELD, NEW HAMPSHIRE
PLANNING BOARD

2 HIGH STREET
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MINUTES OF THE PUBLIC HEARING
May 13, 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	Donna Beaudoin, Secretary	X
Donna Faucette, Vice-Chairman		Tom Dube	X	Arthur Capello, Bldg. Inspector	
Peter Kasprzyk, Selectmen's Rep	X	Stephen Royle	X	Michael Garrepy, Planning Consultant	X
John Blackwood	X				
Paul Winckler	X				

Attendees present: Mary Richards, Carol Lafond, Jeanne Achille, Jeff Cuevas, Kim Mendell, Mary Pinkham-Langer, Tom Cashin, Chuck Hodsdon

Chairman Stevenson opened the meeting at 7.:00 pm with the Pledge of Allegiance to the Flag. The record should reflect that Alternate Member Dube is seated at the table in the absence of Vice-Chairman Faucette.

PUBLIC COMMENT

Chairman Stevenson opened the session for public comment. Hearing none, the Chairman closed the public comment session.

BOARD DISCUSSION

- Jeff Cuevas has requested a preliminary discussion regarding a change of use of the currently vacant space attached to his retail establishment. The property known as "Country Goods and Groceries" is located at 3400 Province Lake Road, E. Wakefield Tax Map 47, Lot 30 and is zoned Business/Commercial.**

Chairman Stevenson invited Jeff Cuevas and Kim Mendell to be seated at the table. The Chairman explained for all present that this was a preliminary discussion and was non-binding on either party. She then asked Mr. Cuevas to describe what he would like to do. Mr. Cuevas explained that there were currently two apartments attached to his retail establishment. He would like to keep the second floor space as an apartment and designate the first floor space as a beauty salon. Ms. Mendell said that she hoped to have two or three chairs and establish a hair and nail salon. In the future, she hoped to add tanning beds. Discussion included the need to meet with the Building Inspector to insure compliance with code as well as septic requirements. Planning Consultant Garrepy stated that this was allowable under our zoning and would meet the requirements for an Insignificant Change of Use. The Board agreed that this would be a good fit for the area.

2. Presentation – Mary Pinkham-Langer, DRA, to review Excavation Regulations

Chairman Stevenson invited Mary Pinkham-Langer to be seated at the table. Ms. Pinkham-Langer gave a thorough overview of RSA 155E. She explained the fact that the Town could mirror the State requirements and be more stringent, but not less. She talked about the fact that Wakefield has abandoned excavation pits but none of them have grandfathered status. Discussion involved reclamation of pits and the fact that older pits that have not been disturbed have probably been reclaimed by nature. Ms. Pinkham-Langer explained when a permit would be required, what constitutes an exception and what constitutes an exemption. She went on to say that the Intent to Excavate is a tax document and not a permit. The Town would need to develop a separate application for permits of excavation pits and could not use the site plan application. The discussion continued regarding permit expirations and the fact that there is no permit renewal; if a permit expires, the applicant must start the process anew and reapply. The discussion also included bonding, engineering reviews and enforcement by the Code Enforcement Officer. Ms. Pinkham-Langer informed the Board that the Town currently has a regulation and that is RSA 155E. She suggested that the Board review the Town of Alexandria's regulations and possibly adapt a similar version. Ms. Pinkham-Langer offered to return if the Board was interested in the 'full course' that was a three hour session. This would require a minimum of ten attendees. The Board thanked Ms. Pinkham-Langer for her presentation.

3. Discussion - Tom Cashin, Town of Acton Planning Board to talk about PREP recommendations

Chairman Stevenson invited Tom Cashin and members of AWWA to be seated in the front row for discussion. Mr. Cashin explained that the Acton Planning Board had selected him to come to this meeting for the purposes of discussing the PREP documents. The Acton Planning Board was in favor of working in unison with the Wakefield Planning Board in the process of establishing a subcommittee comprised of members from each board and applying for grant funding. If agreeable by both Towns, this union would be the first time that the two states have collaborated and serve as a model through PREP. The grant funding would be used to pay for engineer reviews that would provide recommendations on how each Town could improve and protect the watershed. The PREP recommendations for Wakefield and Acton contained three items in common that each Town felt should be addressed. These were storm water runoff management, erosion control and sedimentation and control of the application of fertilizers in the shore land zones. There was a lot of group discussion that included questions regarding how or if this would impact Town regulations. The Board discussed the fact that more knowledge would be beneficial; however, they were not in favor of more regulations. Selectmen's Representative Kasprzyk was concerned that in the course of this review, no one would be allowed onto private property without owner's consent and he was assured that they would not. It was also determined that the various lake associations needed to be involved. The final consensus was that it would not cost either town to pursue this and each Town would decide whether to accept the recommendations.

MOTION: To pursue a joint effort with the Town of Acton, ME

Made by: Tom Dube

Seconded by: Peter Kasprzyk

Discussion: None

Vote: All in favor, none opposed

BOARD BUSINESS

1. Discussion of Amendments to Rules of Procedure

The Board agreed that due to the late hour, they would table this discussion for a future meeting.

Planning Board Minutes

May 6, 2010

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WORK SESSION

1. Master Plan Update

- a. Vision Statement Draft**
- b. Excerpt from Stewardship Program**

Chairman Stevenson asked Planning Consultant Garrepy to provide his recommendations for the update to the Master Plan. In particular, the Chairman asked for his opinion of the draft chapter of the Vision Statement that was distributed at last weeks meeting. Mr. Garrepy stated that he thought prior to writing the Vision Statement, the Board should re-consider a public survey. The Board discussed various survey methods including on-line surveys such as Survey Monkey, paper surveys, methods of distribution and collection, etc. Alternate Member Royle distributed a paper survey that he had created and asked for Board feedback. The Board was in favor of this survey and thought it should be distributed on Saturday, May 15, 2010 at the Pride Day celebration. The Board discussed holding a special meeting in order to review various survey ideas and decided to schedule this for Thursday, May 20, 2010 immediately following a site walk already scheduled for 6:15pm that afternoon.

MOTION: To have a Master Plan meeting on Thursday, May 20, 2010 following the scheduled site walk.

Made by: Paul Winckler

Seconded by: John Blackwood

Discussion: None

Vote: All in favor, none opposed

CORRESPONDENCE AND MISCELLANEOUS

- 1. OEP Spring Conference Materials**
- 2. The Source – Spring 2010**
- 3. LGC Workshop – Practical Steps for Planning Community Transportation**
- 4. NH OEP Public Meeting – Updated Floodplain Mapping and Studies for Carroll County**

APPROVAL OF MINUTES

Due to lack of a quorum, approval of the minutes was tabled until next meeting.

ADJOURNMENT

MOTION: To adjourn the meeting at 10:10 pm

Made by: Paul Winckler

Seconded by: John Blackwood

Discussion: None

Vote: All in favor, none opposed

Respectfully submitted,

Donna Beaudoin
Planning Board Secretary