

TOWN OF JAFFREY
Jaffrey, New Hampshire
PLANNING BOARD
Meeting Minutes
October 13, 2015

Present: Chairman Kresge, Members Bergeron, Deschenes, Despres, Devlin, McKenzie, Merrell and Selectmen's Representative MacIsaac

Absent:

Staff: JoAnne Carr, Director of Planning and Economic Development

MEETING MINUTES APPROVAL

On a motion by Merrell, seconded by Deschenes the minutes of the September 8, 2015 meeting minutes were approved as submitted. (6-0)

PRELIMINARY HEARING

None

CALL TO ORDER

Chairman Kresge called the public hearing to order at 7:00 p.m. Notice of the public hearing was posted in the Town Office building, the Library; copies were sent to the Planning Board, the Conservation Commission, and the Board of Selectmen.

APPLICATION ACCEPTANCE

None

PUBLIC HEARING – NEW

None

PUBLIC HEARING – CONTINUED

None

DECISIONS

None

OTHER BUSINESS

- Continued from July 14, 2015:

PB 15-03; Van Dyke, Robert, Mountain Road, Map 229 / Lot 33, Zone: Mountain Zone

The applicant is submitting final documentation as required by the Conditional Approval by the Planning Board on October 14, 2008; case number PB 04-33, 06-20, 08-14 Consolidated.

Selectmen's Representative MacIsaac and Member Devlin recused themselves. Chairman Kresge asked the applicant if they would like to continue with less than a full board. Attorney Rattigan indicated that they would.

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Chairman Kresge reminded everyone that the last time this was discussed they reviewed the conditions precedent on the conditional approval and determined that there was only one outstanding condition which was the execution of the Development Agreement between the Town and Mr. Van Dyke. In September the agreement was executed by the Town and Mr. Van Dyke and the final condition for approval of the plans has been satisfied. Copies of the signed agreement were distributed to the board.

Member Merrell asked if the condition has to do with the management of the open space. Chairman Kresge replied that the condition is simply executing the Development Agreement between the Town and the applicant.

Pertaining to the conveyance of the conservation easement – one of the conditions in the original approval, which was tied to issuance of certificate of occupancy (CO), was that a conservation easement on the open space had to be conveyed to a qualified organization before a CO can be issued. That language is repeated in the Development Agreement but the new information in the agreement is that “Until such time as the conservation easement is conveyed pursuant to the 2008 Planning Board approval referenced above, prospective purchasers will be given a copy of this Amended Development Agreement. In addition, any persons marketing the property on Van Dyke’s behalf shall include a copy of the Development Agreement in the marketing materials provided to prospective purchasers. A copy of this Development Agreement shall be recorded at the registry of deeds contemporaneous with the recording of the Plan signed by the Planning Board.” Chairman Kresge stated that this is addressing the concern that an unwitting buyer buy into the development without realizing that there is a condition pending before they can obtain a CO.

On a motion by Merrell seconded by Despres having received the final executed Development Agreement, as the final condition of the Planning Board decision on October 14, 2008, case number PB 04-33, 06-20, 08-14 Consolidated the board determined that all conditions precedent have been met. (6-0)

Following the decision Chairman Kresge stated that this concludes the applicant’s business with the Planning Board. There are other conditions subsequent connected to the issuance of building permits and the issuance of occupancy.

Planning Director Carr requested four sets of paper plans to be signed, a mylar of the lot and easement plan and a mylar of site plan, both on page C-12.

- Town Office construction project. Alternate plan discussion. Member Deschenes was asked to research ADA triggers. A presentation of the Town proposal will be made by Selectmen MacIsaac and Town Manager Caron.

To allow time for Town Manager Caron’s presentation Chairman Kresge stated that the board would continue the alternate plan discussion from the previous month following the presentation.

Town Manager Caron showed a power point presentation outlining the past history of the project to the present describing the Town’s proposal for a combination Town Office and Police station that would be constructed on the existing properties of both buildings. The plan is to educate the public and take the proposal to town meeting in March. Additional information (ie: municipal facilities studies) is available on the town web site. Town Manager Caron asked that the board include the project in the next update of the CIP.

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Member McKenzie asked if the TIF is just a mechanism to earmark money for the downtown district. Town Manager Caron replied that the goals are to spread economic activity and maintain the downtown area with dedicated tax dollars. Member McKenzie commented that the town office generates foot traffic; do they anticipate that to increase with the new building. Town Manager Caron replied that it will not increase – it will maintain economic activity. Member McKenzie asked about the desire for a vehicle impound area for the police; will this plan allow for that. Town Manager Caron stated that the area behind the station will have parking which in part will serve as an impound area. They are also hoping for a two bay sally port as opposed to one.

Chairman Kresge commented that he is struggling with the bottom line net dollars shown on page 43 of the presentation; deducting out the dollars that will be funded through the TIF. Town Manager Caron explained that the net should be the net general available tax dollars. The net is the impact on the town portion of the tax rate. Planning Director Carr interjected that this portion is the amount already dedicated to the accruing to the capital reserve accounts. It's not additional funds that would be setting aside; the budget committee and town meeting have already committed to setting aside a certain amount per year to put into capital accounts. A portion of that reserved fund will be used towards payment. These are already committed funds in order to stay within that level funding of the CIP.

During discussion of the CIP Director Carr suggested that the board take a look at the numbers and the CIP before rendering an opinion on the proposal. Chairman Kresge agreed with the time frame set for next month. Members McKenzie and Merrell will sit on this committee. Member McKenzie also asked to see the floor plans when they become available.

Referring back to the previous month's discussion Chairman Kresge asked Member Deschenes if he had anything to report about ADA requirements. Member Deschenes stated that ADA accessibility is very dependent on the amount of renovation or reconstruction. After 2010 all public buildings are required to be accessible.

A copy of the presentation will be sent to all planning board members for review. Chairman Kresge also asked that the renderings when available be distributed to the board members. A vote will be taken at the November meeting as to whether or not the board recommends the proposal. He will meet on Friday, Oct. 16 with Planning Director Carr to review the previous CIP.

- Transportation: JoAnne Carr / Laurel McKenzie / Candra Bergeron
Topic of discussion were the results of the survey that was distributed at various spots through-out town and on face book. Committee to meet on Wednesday, October 21 at 4:00 p.m. to review the data.

ADJOURNMENT

The meeting adjourned at 8:30 p.m.

Submitted:


Erlene Lemire
Recording Secretary

Attest:


Mark Kresge
Chairman, Jaffrey Planning Board