

TOWN OF JAFFREY
Jaffrey, New Hampshire
PLANNING BOARD
Meeting Minutes
September 8, 2015

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

Absent: Member Bergeron

Staff: JoAnne Carr, Director of Planning and Economic Development

MEETING MINUTES APPROVAL

On a motion by MacIsaac, seconded by Deschenes the minutes of the August 11, 2015 meeting minutes were approved as amended. (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.

Chairman Kresge announced that the Board of Selectmen have not given final approval on the Development Agreement therefore it will be continued to the October 13, 2015 public meeting.

- Proposed changes to the Rules of Procedure for the Planning Board.

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Proposed changes were originally discussed at the June 9, 2015 meeting. Due to the absence of Members MacIsaac and McKenzie no action was taken as it was the desire of Chairman Kresge to have a full board.

Discussion on the topic resumed and the following changes/additions were discussed and approved.

Item –

10. Procedures for public hearing:

- A. ~~Should~~ If a quorum ~~not exist~~ of board members is present, but less than the full complement of seven voting members, the applicant shall have the option to proceed or delay the hearing to the next regularly scheduled board meeting.

11 – Vesting of Approved Plans - was deleted entirely as it is called out in the Zoning Ordinance.

I. Deliberation: The board shall discuss the testimony and materials presented with regard to the application. This process may be continued to a subsequent public meeting if necessary, subject to the limitation of 65 days allowed for final action on the application specified in RSA 676:4.I(c). When the board is in the deliberation mode it will not entertain comments from the audience or the applicant.

J. Voting: When the ~~hearing~~ deliberation is concluded the Chairman shall ~~either introduce a motion or~~ entertain a motion from the board or introduce a motion on whether the application shall be approved, approved with conditions, modified or denied. After receiving a second, the motion shall be voted on by the board. ~~When the board is in the voting mode it will not entertain comments from the audience or the applicant.~~

K. Decisions: RSA 675:3. The Planning Board shall promptly issue its decision. If the decision is a denial, the board shall provide the applicant with reasons for denial. The written decision shall be placed on file with the Planning Board's office (Planning Board Clerk) within ~~144 hours~~ 5 business days of the vote.

11. Procedures for voting on routine matters

When discussing issues requiring consent of the board but not expected to be controversial, either of the two following procedures may be followed:

- A. For non-controversial and routine matters (e.g., approval of minutes) the Chairman may invoke the principle of unanimous consent. The Chairman shall introduce a motion and state "If there is no objection, we will adopt this motion". Provided that no member objects, the motion shall be considered adopted.
- B. In the absence of unanimous consent, the Chairman shall entertain a motion from the board or introduce a motion. After receiving a second, the motion shall be voted on by the board.

12. Participation of alternate members

Alternate members are encouraged to attend all meetings and fully participate in all discussions as non-voting members, including asking questions of other board members or applicants. In the event of the absence or disqualification of a regular voting member, the Chairman shall designate which alternate member shall vote in their place.

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- Chairman Kresge asked the Planning Board to look at the proposed Town Office construction project in their capacity of advising the town on capital improvements in connection with municipal structures.

The proposed option of combining the current town office and the police station (estimated at \$4M) was discussed along with an alternate plan suggested by Chairman Kresge. The alternative (estimated at \$535K) is to renovate the existing town office and the police department. The buildings would remain separate each being used by a group of town office staff. A new building for the PD (estimated at \$1.65M) would be built on Webster St. at the old WW Cross property subject to granting and subdivision of land.

Alternate plan discussions will continue at the October 13 meeting with a focus on second floor egress, ADA efficient and how efficient is the alternate proposal for the public. Member Deschenes was asked to research ADA triggers.

ADJOURNMENT

The meeting adjourned at 8:20 p.m.

Submitted:



Erlene Lemire
Recording Secretary

Attest:



Mark Kresge
Chairman, Jaffrey Planning Board