

**MINUTES**  
**Business Meeting**  
**Sanbornton Planning Board**

**Meeting Date and Time:** Thursday June 15 at 7:00 PM

**Meeting Place:** Meeting Room, Sanbornton Town Offices

The meeting was called to order by Chair Evelyn Auger at 7:00 PM

**Roll Call**

Regular Members present: Chair Evelyn Auger, Dick Gardner, Don Bormes, Will Ellis, Selectman Karen Ober

Alternate Members present: Justin Barriault

Alternate Members absent: Gail Morrison, Jody Slack

**Others present at the meeting:** Contract Town Planner, David Jeffers

**Approval of draft Planning Board minutes from 5/31** – Selectman Karen Ober made a **motion** to approve the draft minutes of 5/31. Justin Barriault **seconded** the motion and the motion passed unanimously.

**New Business**

- a. **New Contract Planner Introduction and Discussion** – Chair Evelyn Auger introduced David Jeffers from the Lakes Region Planning Commission (LRPC) who will be working as the Town Planner until further notice. Chair Auger provided him with the Planning Board's Plan of Work but stated that this will need to be amended now that they can only afford roughly four hours a week for his position at \$55 per hour. Justin Barriault asked if phone calls to Jeffers will be billed at the hourly rate and he responded yes, and that correspondence of that sort will be documented in a monthly report. Chair Auger explained that site plan review and subdivision work done by the Planner would be billed at \$70 an hour. Jeffers explained that his interpretation of the contract between LRPC and Sanbornton is that reviewing a checklist with an applicant is billed at the regular hourly rate, more detailed review would be billed at the higher rate. He also stated that he can attend Planning Board meetings only as necessary so that the Board can stay within its budget. Selectman Karen Ober stated that the fee structure for permits should be looked at to possibly offset the hourly rate of the Planner, though this contract is meant to be a short-term solution. Chair Auger stated that she doesn't think taxpayers will want to pay higher permit fees to fund a Planner's hours, when they are already paying taxes for the same thing.

Dick Gardner asked if the full-time Town Planner position is being advertised currently, and Selectman Ober responded that it is, in the newspaper as well as the New Hampshire Municipal Association website. She also stated that the Town Administrator has discussed the possibility of sharing a Town Planner with Bristol, as they are also looking for a Planner and Sanbornton has only received one application. The Selectmen will let the ad run for a little while longer and then discuss this arrangement again. Dick Gardner stated that four hours a week for the contract Planner will only allow for him to see where there are gaps in the Town's current planning procedures and site plan review regulations, not any active planning. Chair Auger stated that many people worked on the Economic Development chapter for the Master Plan in the last year, and if it loses momentum then it will never happen. Don Bormes explained that the previous Town Planner did much of the preliminary and administrative work that was an asset to the Planning Board. David Jeffers and the Board agreed that he will communicate via email with Deputy Zoning Administrator Robb Jutton, and the Planning Board Chair and secretary with any information that the Board should know, and attend meetings only as needed. David Jeffers also asked if the Master Plan on the Town's website is current, as some of the chapters say "draft".

Chair Auger responded that all chapters have been voted on and are approved. Robb Jutton will be notified so that he can possibly make this change on the website.

- b. Discussion of Development of Regional Impact in Tilton** – Selectman Ober explained that she attended the recent public hearing of the Tilton Planning Board regarding the proposed rehab facility that abuts Sanbornton. She asked if the LRPC would have any input as this is considered a Development of Regional Impact. Jeffers stated that the LRPC could gather opinions and statements from area towns but would only be able to voice those to the Tilton Planning Board, as that group would make the final decision.
- c. Solar Siting Workshop, Thursday June 22** – David Jeffers stated that this workshop may be of interest to the Planning Board, as there have been discussions about a possible 25 megawatt solar power plant in Sanbornton. He will send out more details to members shortly.
- d. New Town Policies** – Chair Auger explained that there are two new policies put in place by the Board of Selectmen, regarding fundraising for the Town as well as interfering with Town business on Town property. She explained that the fundraising policy should be re-worded, as it now reads as though no fundraising is allowed to take place within Sanbornton at all. She also stated that she feels the activity of “research” needs to be taken out of the policy regarding interfering with Town business. Dick Gardner stated that he is disappointed that the Selectmen feel these types of policies are needed, and that such stringent guidelines will make residents less likely to want to volunteer for the Town.

#### **Other Business**

- a. Planning Board reps for CIP Committee** – Selectman Ober asked if the Planning Board decided on which reps will sit on the CIPC in the fall. Justin Barriault and Dick Gardner volunteered.
- b. Giguere Auto reports** – Selectman Ober explained that the water quality reports from Giguere Auto have been turned in and were done so immediately after being requested. The firm contracted by Giguere for storm water management was not sending the reports to the Town, but this has been fixed and the Town has received satisfactory reports from 2014, 2015 and 2016.

**Meeting adjourned at 8:50pm.**

Respectfully submitted,

Audry Barriault