

Temple Planning Board
Minutes, Tuesday, May 4, 2021; by Zoom, 7:00pm
05/04/21 TPB Minutes

Present: Bruce Kullgren, Jr., Chair; Allan Pickman, Vice Chair; Nicole Concordia, Secretary; Brian Kullgren, Randy Martin, Christine Robidoux, George Willard (Select Board Ex-Officio); Olivia Holmes, Clerk, Members Elect Keith Charlton, Alan Fox

The meeting was called to order at 7:00pm.

Reading of the "Checklist To Ensure Meetings Are Compliant With the Right-to-Know Law During the State of Emergency."

Approval of Draft Minutes: April 20, 2021

Nicole moved approval of the minutes of the April 20 meeting as amended. The motion was seconded by Christine and approved with one abstention from George who was unable to attend that meeting.

Invitation for Comments from Audience Members: Keith asked about an article sent to the Board and Christine replied that the article did not apply to the Planning Board.

Old Business

Site Plan Review Application Form Update Review (Allan Pickman)

Allan will send the existing form to the Board for review. He suggested a fee schedule should be added at the bottom. Olivia will put this item in the parking lot. Bruce remembered that the application fee was \$75, abutters were \$6 each. Allan explained the Ledger cost will vary; and that the Board will be reimbursed for the actual cost. Nicole suggested correcting the "siite" typo in the first line.

Nicole asked whether the Board should be reimbursed for mileage to deliver plans to the Registry in Nashua. Keith volunteered to deliver since he travels to Merrimack twice a week. Allan explained the TPB only does site plan reviews for commercial applications and multi-family housing; they are not required for single family housing.

Review of OSI and Temple Rules of Procedure

Item #5, was changed to clarify the role of alternates, adding "unless they need to recuse themselves." In that same section, #8, it was pointed out that in #8 the Temple town clerk already has the information. It was decided to remove this section.

Under Election of Officers, #1, the Board agreed to change the wording to say that the Chair is responsible for submission of the Annual Report.

In Section 5, Order of Business (#9) the Board agreed to add in a letter "E" indicating the Public Comment Period.

There was a lengthy discussion regarding the designation of someone responsible for Planning Board records. The RSA says the Planning Board is responsible for the records, and someone from the Board has to be present if someone from the public wants to review documents. Bruce explained that every file, such as Randy's or the Whitcomb file is filed permanently in the Planning Board files by year. Someone should check with Carole to be sure she is doing this. Christine suggested asking the Select Board if Carole can take on keeping the permanent files. Bruce asked George to be put on the Select Board agenda for approval of this process and George agreed to do this.

Ken pointed out that the Board needs to take responsibility for being sure Carole has all the information. Christine suggested perhaps an officer of the Board should be responsible for making sure all the documents are in the file in the town office. It was suggested as many records as possible should be stored electronically, and the electronic file should make reference to paper documents. Bruce suggested continuing this conversation at the next meeting as part of the discussion on rules and procedure. Christine is ready to be a back-up person if there is some documentation like a check-list of what needs to be kept. Bruce pointed out the check list would be different for a PRD or a site plan review from a subdivision.

Christine pointed out that for adoption of revised rules and procedures, the Board would have to hold a public hearing. Allan said the Board also acts on gravel pits. Bruce pointed out the Select Board is responsible for enforcing Zoning; but the Planning Board does enforce the gravel pit ordinance. Christine will send out a revised version of the Board's Rules and Procedures based on tonight's revisions.

The regular business of the meeting was suspended at 7:30pm to begin the abutters hearing.

Whitcomb Abutters Hearing

Chris Guida explained that the State Subdivision Approval Status has been received and forwarded to the Board with the Test Pit data and the revised plan showing the state approval number. Allan said he has the paper copies of the original application and reviewed them this afternoon and feels everything appears to be in order.

A motion to approve this minor subdivision was made by Allan, second by Brian, and approved unanimously by roll call vote. Chris will get the mylars to Jeanne who will arrange with Bruce and/or Nicole for delivery so they can sign them and get them with the checks to the Registry. Allan has a check for \$285 for the application fee and abutters notices. Jeanne needs to provide the checks for the Registry of \$25 and \$26, made out to the State of New Hampshire for registering the mylars. Nicole will deliver them to the Registry. Typically the registry says they'll record within two weeks, but usually it is done much faster than that.

Resumption of Old Business

Completion of responsibilities in filing Fly Way Timberdoodle Subdivision documentation

Nicole reported that the Registry does not have the Planning Board listed, and asked whether they could put the documents under the Select Board. She agreed that would be fine. Allan confirmed that this is the way it has been done in the past.

Review Zoning Document with 2021 Warrant Article Changes

Allan made the revisions Nicole had suggested, and sent the revised document for her to review, which she approved. With the Board's approval, he will send the revised document to the town office for posting.

Nicole moved to approve Allan's forwarding the revised document to the town office. George seconded the motion and it was approved by unanimous roll call vote.

Education Corner

Bruce pointed out that at the last meeting the Board reviewed that the standard practice for the conduit for electricity, for years for both PSNH and Eversource, has been a 3" conduit for underground power and a 2" pipe laid in the same pit, 24" away, which was originally for telephone, and is now for cable. Several different lines can be in that pipe; but the electrical wiring has to be in a separate conduit. Brian confirmed that power from the pole to the house has to be 3" secondary power.

Christine mentioned the town energy committee is discussing putting up a solar array next to the school on town land. The Advisory Committee has been talking about agrihoods on that same town property. There may be grant money for the power project if housing is attached to it. Keith had suggested the energy committee consult with the Advisory Committee. That lot may not have 300' of road frontage, at least according to the tax maps on line. If the side road that goes down to the reservoir is included the frontage might be 300'.

New Business

Bruce asked John Kieley, Zoning Board of Approval Chair, whether the ZBA has any current site plan processes that may come before the Planning Board. John reported that the case of Ben's Maple Sugar project has now been supported by the ZBA subject to a list of conditions, some of which will need to be met before the notice of decision can be written and before the TPB can start its site plan review process. John explained that there were a number of standard criteria that were deferred to the Planning Board. He said that there has already been one appeal filed and there could be others as well. The results of the appeals will depend on the Superior Court.

John also reported that the ZBA has cleared the Stepping Stones Farm and Event Center project through all the history of the farm, saying, "We know exactly what was committed to by all the Temple boards, and we have a good vision into what the requirements are going to be for this new application." He said the first hearing is set for May 11th. The ZBA is wrestling with the regional impact question. John felt that the ZBA now has a good application and they are going through the right process for getting the right decision for the town and for the applicant.

Nicole has registered the people who want to go to the semi-annual OSI webinar.

A motion to adjourn was made by Christine, seconded by Allan, and unanimously approved by roll call vote. The meeting was adjourned at 8:32pm.

Next Meeting: Tuesday, May 18, 2021, 7:00pm by Zoom

Respectfully submitted by Rev. Olivia Holmes