

TOWN OF NEWPORT, NH
Minutes of the Planning Board Meeting
August 8, 2017 – 6:00 P.M.
Board of Selectmen's Room
15 Sunapee Street
Regular Meeting and Public Hearing

MEMBERS PRESENT: David Burnham, Chairman; Bert Spaulding, Sr.; Ken Merrow; Ray Kibbey; David Kibbey, alternate; Barry Connell, BOS Ex Officio; Bill Walsh

MEMBERS ABSENT: Vice Chairman; Howard Dunn

VIDEOGRAPHER: Louis Cassorla, NCTV

STAFF PRESENT: Julie M. Magnuson, Planning and Zoning Administrator

CALL TO ORDER: Chairman Burnham called the meeting to order at 6:00 p.m.

Voted to delay the Election of Officers. General discussion performed regarding delaying the election of officers. *On motion by Bert Spaulding and seconded by Ray Kibbey, the Board voted to approve the delay of election of officers to the end of New Business. Majority voted yes with Mr. Walsh objected.*

Chairman Burnham performed roll call and appointed David Kibbey to sit for absent member, Ken Merrow.

CONTINUED BUSINESS:

Voted on Completeness of the application submitted by Randy Willey and Thomas C. Dombroski or Patrick T. Dombroski, Case # 2017 ANFP-003. General discussion performed regarding completeness of the application and shared agreement. *On motion by Bert Spaulding and seconded by Ray Kibbey the Board unanimously voted to accept the shared agreement, signed and notarized, dated July 24, 2017, Case # 2017-ANFP-003 Map 114 Lot 042 to Lot 043.*

Chairman Burnham opened the public hearing on the following application:

2017-ANFP-003: Randy Willey (Owner) and Thomas C. Dombroski or Patrick T. Dombroski (Agents): request final review of an annexation of 1,375 square feet of land from Map 114 Lot 042 to Map 14 Lot 043. The properties are located at 43 and 49 Maple Street in the General Residential (R-2) Zoning District.

Voted on Approval of Application submitted by Randy Willey and Thomas C. Dombroski or Patrick T. Dombroski (Agents), Case # 2017-ANFP-003: *On a motion by Ray Kibbey and seconded by Bill Walsh, the Board unanimously voted to approve the application as presented. David Burnham assigned himself and Bill Walsh to sign Mylar.*

NEW BUSINESS:

2017-SPPP-001: RHTL Partners, LLC (Owners) DBA Newport Chevrolet Buick GMC and Mark Stewart (Agent) request review of Site Plan for proposed parking lot layout and a recon building addition. The property is identified as Map 233 Lot 004 and is located at 320 John Stark Highway in the Industrial (I) and Rural (R) Zoning Districts.

Mr. Spaulding recused himself.

Ms. Magnuson read the Administrative Review and requested a preliminary discussion only.

General discussion included LED lighting, storage expansion, water run-off locations, the site map color meaning, pond development locations, the location of the 60'x14' foot addition (aka: four-bay addition), and the recordation requirements and Site Plan expectations. Conservation Commission scheduled to do a walk-through of the property on August 15, 2017. Ms. Magnuson approved a submission of a final application date no later than August 17, 2017. Spotted turtle habitats on the property investigated and unfounded.

MINUTES: July 18, 2017

Vote on Accepting the Minutes of the Planning Board Meeting dated July 18, 2017: General discussion regarding errors performed. *On a motion by Ray Kibbey and seconded by Bert Spaulding, the Board voted to approve the Minutes of the Planning Board Meeting dated July 18, 2017 with an amendment to include the deletion of “prepared by an attorney” on page 2.*

ADMINISTRATION:

Mr. Spaulding, Sr. brought up a list of several concerns that he had with the Office of Planning and Zoning. General discussion included the following: the process of election of officers was required by law to be completed in July and annually, monthly meetings are required by law, on-going gross errors on Site Plans and applications are concerns, the request for a better process of updating Board members of changes of law and regulations, and the request for a higher standard of review of document completeness prior to the transmission for both the public and Board members. Ms. Magnuson’s presented a defense, she explains that she is human *and* one official handling many areas of time-consuming matters for the Town that include the following: daily citizen visits (aka: window customers) to the Town Offices requiring her full attention, daily phone calls, daily supervision of several areas for the Town, and the daily expectations of completing and reviewing documents along with the postings of several boards and commissions. These duties are immense for one individual. Ms. Magnuson explains that historically there may have been errors on her behalf but she tries the best she can with the limited resources she has to work with. However, she plans to continue to focus on improving the areas of concerns presented in this meeting.

Bill Walsh requested a review of RSA 91-a for appropriateness of addressing the Town’s employees and others who are not members of the “public body itself”, and also professionals who make presentations or otherwise provide services to applicants before the Board.

Vote on Election of Officers: General discussion performed. *On Motion by Bert Spaulding and seconded by Barry Connell; the Board unanimously voted David Burnham as Chairman and Ken Merrow as Vice-Chairman.*

On a motion by David Kibbey, seconded by Bill Walsh: *The Board adjourned at 7:32 p.m.* The motion passed with complete consensus.

Respectfully submitted,

Kymberly Kenney
Scribe

Approved on: September 12, 2017