

**THE PLANNING BOARD  
TOWN OF FRANCESTOWN, NEW HAMPSHIRE**

May 1, 2012

**MINUTES**

Planning Board Members Present: L. Kunhardt, M. Tartalis, G. Tolman, L. Ames, A. Arnold, B. McNeil and L. Johnson.

Members of the Public Include: B. J. Carbee, Ken Baluear

The meeting was brought to order at 7:02 pm.

**Announcements and Communications**

A letter was received from Sarah and Jeff Gorton. The letter was in reference to a complaint of a vehicle repair operation/junkyard as a Campbell Hill location. The letter was dated July 26, 2010 and has recently been delivered to the Selectman's office. Through discussion, A. Arnold informed the board that the party of mention had been in discussion with the Selectman and also with Town Counsel. No further action taken by the board, but will keep the letter on file in the event of any other developments.

**Review of The Minutes**

Minutes of April 17, 2012: Page 2, "Other Business" paragraph 2. L. Kunhardt requested that the words "principal planner" be inserted following "Chris Northrop." No Other changes requested.

Motion to accept as amended: A. Arnold. 2<sup>nd</sup>, L. Ames.

Motion carried 7 – 0.

**Unfinished Business**

The chairperson asked members present if anyone had information of updates of any considered changes to any areas of the Zoning Laws and Regulations handbook. Chairperson Kunhardt stated that she had sent out a draft copy of changes to Rules of Procedure section.

The changes to the section are as follows:

Section 4b. Last sentence, change the word "may" to "shall."

Section 5a. Change the meeting time to commence at 7:00 pm, and list the location as "Offices Lower Level Meeting Room."

Section 5d. Last sentence to read "The first agenda item after announcements shall be for the approval of minutes."

Section 6c. Change to read "5 business days."

Section 8 Minutes. Changes are to Section a, b, c, d, e, f, and g. Please see attached for changes.

Section 8h. First sentence change cabinets to read "area." Second sentence to read "All meeting to be taped or equivalent."

Include the amended date to read May 1, 2012.

Question asked by A. Arnold to see if the board would be interested in recording electronically, certain areas of the Planning Boards various types of meetings. The question was tabled to a later date.

Question asked by M. Tartalis if the board has, and will be using an alternates list when the need arises for an alternate to be present to sit on a case before the board.

L. Johnson requested that the minutes of tonight's meeting reflect a list of alternates to the board. The list of alternates reads: Larry Johnson, Guy Tollman, Jennifer Vadney (all alternate members). There was additional discussion by members and the subject and it was re-enforced by the chairperson, that, yes, the list will be used and individuals assigned as per procedures as listed in our handbook.

Motion to accept the draft as presented by A. Arnold. 2<sup>nd</sup> by B. McNeil.

L. Ames introduced a brief update of the Site Development and Subdivision section, with specific areas of fee scheduling, wording changes and any other items as they may apply.

A draft proposal for the Fee Schedule and public hearing in which to vote on the schedule will be at a later date.

The members present received a general update of the Master Plan committee from L. Ames. It was decided to invite the chairperson of the Master Plan Committee to present to the board an update of their activities on June 5, 2012.

Next meeting of the Planning Board to be held on Tuesday, May 15, 2012 at 7:00 pm.

Meeting adjourned at 9:00 pm

Respectfully Submitted,  
Barb Martin