

Town of Nelson, NH

Planning Board

Minutes of Meeting, December 8, 2011

Meeting called to order at 7:05 PM by David Voymas, Chair.

Members present: David Voymas, Priscilla Williams, Warren Hammack, Troy Tucker, Susan Hansel. alternates Dennis Dellagrecia and Jon Buschbaum.

Minutes of the November 10, 2011 meeting accepted as read.

Carol Raynor, clerk of the Planning Board and Zoning Board of Adjustment, informed us that she will no longer be able to perform her duties. The Select Board has informed her that State regulations now require that town-related work must be done at the town office and within stated open hours. Carol is not available during these times. The laptop computer she was using belongs to the town and must be used on the premises. On behalf of the Board, David expressed regrets that Carol must leave us.

Warren noted that the Planning Board and ZBA chairs will have to begin a search for Carol's replacement, including advertising the position and interviewing candidates. David will contact Rich Popovic of the ZBA to begin this process. Priscilla volunteered to act as a sub-Committee along with David and Rich.

Although the Board had previously voted to recommend the same budget amounts to the town for 2012, the Select Board has since informed us that the budget must be cut by 10%. Susan moved and Priscilla seconded to decrease the Planning Board budget by 10%, line by line across the board. The 2012 amount (total) will be \$2070.00. Motion carried.

Discussion resumed re: a public hearing on a proposed certificate of Occupancy (C.O.). The Select Board has informed us that their feeling is that the Planning Board should hold this hearing. We selected the date for the hearing as January 5, 2012, at 7:00 PM. The Board will solicit feedback from residents, Then make changes (if any) at its January meeting. Since the proposed C.O. will be enabled by a change in the Zoning Ordinance, The actual substance of the hearing will be this change: Article 5:1 to be amended by the addition of the sentence "The finished structure, after applicable inspections, shall be issued a Certificate of Occupancy." This amendment (or, as altered by the Board at its January meeting) shall appear on the paper ballot at Town Meeting, 2012. At the Public Hearing, copies of the proposed C. O. itself will also be available for inspection by residents. In the interim, David will research how other towns pay for their C.O. inspectors.

The Board discussed a Capital Improvements Plan as an outgrowth of the Master Plan of 20`0. The Master Plan needs to be revised to reflect the serious condition of town buildings, including state mandates for upgrades. Susan reported on the grant proposal she and others have been working on, to have Rick Monahon, an experienced architect with historic building renovations, do an "Architectural Assessment" of the town buildings. The outcome of this assessment will have bearing on the necessary revisions to the Master Plan.

Warren moved and Troy seconded to adjourn, Meeting adjourned at 9:00 PM.

Respectfully submitted,

David Voymas, acting secretary