

**KENSINGTON PLANNING BOARD  
TOWN OF KENSINGTON, N.H.  
KENSINGTON ELEMENTARY SCHOOL LIBRARY  
TUESDAY, FEBRUARY 19, 2013**

**7:30 PM**

**Meeting Minutes**

*Approved 4-16-2013-as amended*

**In Attendance:** Jim Thompson, Peter Merrill, Vice Chairman; Joan Whitney; Robert Solomon; Michael Schwotzer; Dylan Smith, Rockingham Planning Commission

Additional in attendance: Robert Gustafson; Michael Sielicki

Vice Chairman Peter Merrill called the meeting to order at 7:30pm.

**New Business:**

**Driveway Permit-** None submitted.

**Capital Improvement Program- 2006-2012-**

**Chief Sielicki (Police Chief), Robert Gustafson (Emergency Management)**

Chief Sielicki spoke to the computer issues in the Police Department. He explained to the board that there are other programs that are more compatible. There are currently grants available to match funds for the technology issues that the Police Department is facing. The current technology expectancy is around 5 years. He explained that most of his issues for the CIP would be updating his technology. He acknowledged that the cruisers are in the budget so that area has been taken care of. They have weapons that are in good condition, but he would like to have 5 new ones so that all the weapons could be sighted to each officer. Bob asked if the department currently has a technology consultant. Currently their computer issues are handled by Tim Riel Consulting, a local business. Mike Schwotzer gave a background to the board on how the CIP works and what needs to be implemented to make it affective. Currently the CIP is not funded and is just a guideline for the Budget Committee, in order for it to function properly there needs to be warrant articles drafted that will set money aside in a Capital Reserve Fund for just the CIP issues. He explained to the board that if the money is not used then it will roll over in the fund and gain interest until it is used for one of the CIP issues. Once the town approves a certain amount of money it will then go into the tax rate and as long as that amount does not increase there is no added burden on the tax payers. The CIP was created in 2006 for the board to have the authority to create impact fees, without having a CIP the town is not allowed to charge the impact fees to residents or developers. Dylan passed out 2 worksheets for the board to review and to give to Chief Sielicki and Robert Gustafson to be able to itemize the needs of their departments. He is glad that the Planning Board is getting the idea to get the CIP up and running, and it is something that will have to be revisited yearly in order for it to work.

The CIP is designed to be a way for the Budget Committee to see the needs of the different departments before the budget it created. It was discussed that there are two ways to fund the CIP, either through drafting warrant articles or having impact fees.

Dylan expressed that if the board was to go forward with the CIP then they would have to update the growth management of the Master Plan to develop the impact ordinance. He also suggested that the board contact Bruce Mayberry as a consultant for the town to help decide what the fees should be. The impact fees usually vary in every town.

Chief Sielicki explained that in the 2006 CIP there were laptops mentioned and they were for the police cruisers and were purchased with a grant, but they have Windows 2003 installed on them, and that is not compatible with other systems. The board thanked the Chief for attending and for the information; he will work with Kathy on submitting the equipment that he will need within the next 6 years.

Robert Gustafson spoke to the needs of the Emergency Management Department. His concerns were for computers as well. He explained that there was never a real budget for Emergency Management so a

computer was never purchased; he is currently using an old one of his own to keep the files on. The Emergency Management needs in the last few years have dramatically changed and he will be needing computers and radios, he currently uses the Fire Departments. He has been attending events and was informed that the Emergency Management Personnel should be dressed in Town Defined gear to let people know who they are. He currently has one Deputy that would need to be outfitted as well. He indicated that Seabrook does fund some of the supplies, but they will not do equipment beyond telephone based. He is facing requirements that we are not complying with currently. He is working on an Emergency Management Plan for the town so that we are able to apply for Grants to help fund the department. Joan suggested contacting Unutil, since they have a station based in Kensington they might be able to help the town out with a computer for the department. Robert will check into it. There was also a concern about a backup generator. The Elementary school can't be used without a generator for an Emergency Shelter/Operations Center because there is not a generator to power the Multi Purpose Room. He looked into it and it would be \$45,000 unit.

Robert indicated that he will forward what he has worked out to Kathy for implementation into the plan.

**Seabrook Grant- review of grant submission; letter of support for the NHHFA grant for Seabrook;**

**(To affect the 107 area of Kensington)**

Joan talked with Barbara in Seabrook about the Grant and Seabrook Planning Board was just looking for support from Kensington on the Grant application since we were mentioned in the Grant proposal. Dylan expressed to the board that Seabrook is concerned with the growth on 107 due to the new expansions in Seabrook. Bob expressed that the intersection of 107 and 150 would be a prime concern. Joan suggested that the board keep good records of what is going on there and note the traffic. Joan stated that the state knows that there is a problem with that intersection and it is on their agenda to be dealt with. Kevin asked what they were planning and Joan said maybe a traffic circle, or something to help with the traffic.

The board is concerned with the growth coming down 107 into Kensington. The board discussed that if there was potential options for growth now is the time to put stipulations in the ordinances, that the area on 107 have architectural requirement for the buildings to help keep the rural feel.

Dylan feels that it would be good for the board to support the grant submission.

**Joan made a motion to support Seabrook with their grant submission and to write a letter of support for Seabrook; Seconded by Michael Schwotzer. One opposition from the board noted.**

**NFIP- (National Flood Insurance Program)-continued discussion-update**

Dylan presented the board with a current map of the flood plains in Kensington; there are currently 5 residences that will be affected if the town joins the National Flood Insurance Program. This is based on the older maps not the ones that are currently being updated. The board asked about the other color codes on the map that encompassed a lot more properties and Dylan explained that they are within the 100 flood zones. But that everyone in town would be able to benefit from joining, because they would be able to obtain flood insurance at lower rates. There are changes to be made to the zoning ordinances and Jennifer Gilmore had supplied the board with an example. Not all members were able to review and Kathy will resend the board the information for the next meeting. Joan asked if there would be a space to put that Kensington would not want building in the flood zones, and Dylan responded that the ordinances are a guide for the board if they want to make them more stringent than they are able to do that when they draft the ordinance.

Bob explained to the board about an experience that he had recently in Hampton with the Flood zone and that the furnace had to be moved upstairs into the living space because of a renovation. In the presentation Jennifer had stated that if 50% of the structure is changed then the building is no longer grandfathered from having to comply with the new regulations. It was also explained that because Hampton has gas lines it could be why they are more stringent with the flood zones and building. The board was reminded that GRANIT has maps that they can view to show them the current flood zones in town. It was asked if just the 5 residences would be affected by this ordinance and the answer was yes unless the flood plain changes with the new maps that FEMA is currently updating. The board will keep this on the agenda for the next few months and ask Jennifer Gilmore to come back and help with the implementation of the ordinance and to answer questions that the board may have.

**OLD BUSINESS:**

**Signing of Lyon plan-** Peter Merrill, Vice Chairman signed the Mylar for the Lyons Lot Line Adjustment as well as the paper copies, and paper copies for the Kensington Investment Center Lot Line Adjustment previously approved by the board.

**OTHER BUSINESS:**

**Election of Chairman and Vice Chair-** This will be done in March.

**Reappointment of Joan Whitney and Kate Mignone-**

The board discussed the expiring terms of Joan Whitney, Kate Mignone, and Steve Wilson; Alt. Kate and Joan were asked what their wishes were and Kate was not at the meeting but responded to Kathy that she would like to remain on the board with no title at this time. Kathy had emailed Theresa and has not gotten a response from her yet. Joan would like to remain on the board as well. Kathy was asked to email Steve Wilson as well to see if he would like to remain and alternate for the board.

**Mike made a nomination for:**

Glenn Ritter to take the remainder of his term to expire in 2014 as a full time board member; Mike would like to take the alternate position from Theresa to expire in 2015; leaving an opening in the alternate spot until 2014. He also nominated Kate, Joan and Steve; alt (if he so wishes to accept) for another 3 years. This would leave the board with a full board and one opening for an alternate.

**Jim seconded the nominations; with all in favor.**

Mike then nominated Peter as Chairman and Joan as Vice Chairman for the coming year. **Bob seconded with all in favor.**

**The board will take a vote on the nominations in March.**

Kate was not in attendance but Joan wanted the record to show that she went above and beyond what the Chairman is expected to do in the last 2 years and her efforts were appreciated, everyone was in agreement.

**Scenic Roads-**

Kathy informed the board that at the Selectmen's meeting the night before it was discussed that Unitil will be doing some tree removals on scenic roads in town. Trundle Bed Lane and Osgood have some trees that will need to be taken down for the utilities.

The board reviewed the Scenic Roads Ordinance and it states that anyone wishing to modify a scenic road in town will need prior approval from the Planning Board, as well as a public hearing. Dave Buxton called Kathy with Chris's number from Unitil and he will be submitting something to Kathy for the Board. The Board will be holding the Public Hearing on the removal of the trees at the March 19<sup>th</sup> Planning Board Meeting.

***Approval of January 15, 2013 meeting minutes.***

***Mike moved to accept the January Meeting Minutes; Jim seconded, with all in favor.***

Peter asked the members present if they had any conflict for the March meeting, because a quorum will be needed for the public hearing on the tree cutting. If there were conflicts they were asked to let him or Kathy know so that they can be sure to have a quorum.

**Next Meeting –March 19<sup>th</sup>, 2013**

**Public Hearing for cutting trees on Scenic Roads**

**Peter made a motion to adjourn at 9:16pm; Mike seconded with all in favor.**

Respectfully Submitted,

Kathleen T Felch, Planning Board Clerk