

KENSINGTON PLANNING BOARD MEETING  
95 Amesbury Road, Kensington, NH 03833  
TUESDAY June 18, 2019 – 7:00pm  
Meeting Minutes - Approved 07/16/2019

In attendance: Peter Merrill, Chair; Mary Smith, Vice Chairman; Jim Thompson, Member; Mike Schwotzer, Member; Glenn Ritter, Alternate Member; Vanessa Rozier, Selectmen's Representative; Julie LaBranche, Rockingham Planning Commission Representative

At 7:02pm, Peter opened the meeting.

Peter announced the Public Hearing for 152 Drinkwater Rd and asked for a continuance until the next meeting, July 16<sup>th</sup>.

"1. To accept and vote on the following site plan review application from 152 Drinkwater Road LLC for commercial stables, in accordance with Article IV Site Plan Review Regulations for the Town of Kensington, NH."

**Jim made a motion to open the Public Hearing. Mike seconded. All voted in favor.**

**Jim made a motion to continue the hearing to the July 16<sup>th</sup> meeting. Mary seconded. All voted in favor.**

**The public hearing was closed at 7:06pm, seconded by Mary. All voted in favor.**

Julie presented the Circuit Rider Contract to Peter along with a letter from the Rockingham Planning Commission. The letter was read by Peter. The contract dates are 7/1/19-6/30/20. There was discussion on who the letter is to be signed by. It was determined that the Planning Board make a recommendation to the Board of Selectmen. **Jim motioned to recommend that the Board of Selectmen accept the letter. Mary seconded. All voted in favor.** Peter signed the agreement to be presented to the Board of Selectmen.

Mike brought up vacancies on the Planning Board. He referred to the email sent by Kathy Felch. There are currently 2 vacancies according to an RSA, an alternate cannot fill a vacant seat. There was discussion on alternates.

**At 7:17pm, Jim made a motion to temporarily appoint Glen as an alternate member for this meeting.**

Two people who have expressed interest in becoming members of the Planning Board, Therese Wallaga and Robert Chase. Mr. Chase addressed the Board and explained that he has lived in town for 18 years and wants to offer his help and participation. Ms. Wallaga also addressed the Board stating that she wants to become more involved and would like to become part of the process for decision making for the town. Each briefly described their backgrounds to the Board. **At 7:22pm, Jim made a motion to forward Therese Wallaga and Robert Chase to the Board of Selectmen for consideration to be appointed to the Planning Board as full members. Mary seconded.** Julie added that there is lots of training available to Planning Board members and she would be willing to do an orientation as well. **All voted in favor.**

The Board reviewed the fees for Planning Board applications. There was a discussion on the newspaper fee to notice the public hearing. Julie suggested putting "market price" on the fee schedule to include the cost of noticing the newspapers. The Board decided that Kathy would need to comment on this for the actual cost of noticing the newspaper. Brief discussion on an escrow account for the application itself. Julie clarified there is an escrow for the site plan review, but that is established after the application has been filed. Julie suggested including an annual agenda item to adjust for costs that have possibly changed. Vanessa added that the Board of Selectmen is going through the process of adjusting fees for multiple items. There are multiple items that need to be further researched prior to being put forth to the Board of Selectmen. The Planning Board will get more information from Kathy Felch, and revisit this topic at a later meeting.

Moulton Ridge Rd- Vanessa gave an update on the situation at Moulton Ridge Rd. She met with both the landowner and the engineer on site. Vanessa explained that it was the engineer's opinion that there had been field changes and it

appears that the culvert that runs from the opposite side of Moulton Ridge onto the property was not capped. It was explained that the suggested resolution is to reinstall a culvert to redirect water into the swale. David Buxton is getting estimates for that work. The Board of Selectmen authorized at a previous meeting that the work is to be completed subject to the receipt of three estimates. It is important to make sure the culvert and swale match for capacity. It was discussed that the Planning Board recommend to the Board of Selectmen that the town absorb the cost to resolve the issue.

There was a brief discussion on the cost of a Build Out Analysis and Impact Fees. Julie will get accurate information on the cost of a Build Out Analysis.

Ian McKenna, a representative from Jones & Beach Engineers, appeared before the Planning Board for a preliminary discussion on a subdivisions for two existing lots, Map 18 Lot 17 and Map 18 Lot 34. Mr. McKenna presented on the two projects and asked the Planning Board if they would entertain a waiver from the town's definition of cul-de-sac. Julie stated that there is waiver criteria that should be addressed first and no waiver should be granted or discussed at this time as the Planning Board would need to discuss prior to making a decision or giving any indication. The Planning Board gave no indication on whether a waiver would be granted.

**At 8:46pm, Jim made a motion to approve the minutes from the May 21<sup>st</sup> meeting. Mike seconded. Glenn abstained, all others voted in favor.**

The Board reviewed mail.

The Board reviewed the Notice of Decision for 62 Osgood Rd and Peter signed on behalf of the Board.

At 8:59pm, Jim made a motion to adjourn. Mike seconded. All voted in favor.

Respectfully submitted,  
Chelsea Lalime