

TOWN OF CENTER HARBOR  
PLANNING BOARD  
Meeting  
Tuesday, November 5, 2019  
6 p.m.

Chair Charles Hanson called the meeting to order at 6:00 p.m. Board members present Vice Chair Peter Loudon, Pre noticed later arrival Selectmen's Rep Harry Viens, Bill Ricciardi and Kelli Kemery. Alternate member Rachel Xavier and Clerk Aimee Manfredi-Sanschagrin. In the audience David Dolan of David M. Dolan Associates. Absent were David Reilly, Winnifred Boynton and Mark Hildebrand.

**Voting Members: Chair announces the voting members as himself Charles Hanson, Peter Loudon, Bill Ricciardi, Kelli Kemery, Rachel Xavier and Harry Viens if he is in attendance by the time a vote is needed. (Harry Viens arrived at 6:08).**

**I. MINUTES: (Voting members for minutes, Charles Hanson, Peter Loudon, Bill Ricciardi, Kelli Kemery and Rachel Xavier).**

Peter Loudon motioned to approve the minutes of October 1, 2019 as presented. Seconded by Bill Ricciardi. All were in favor the minutes pass unanimously.

**Chair changes the order of the agenda items, the Public Hearing for Jacqueline Hughes for an application of Non-Residential Site Plan Review will be first.**

**II. PUBLIC HEARING – NRSR JACQUELINE HUGHES 102-060-002  
(Voting Members for this hearing Charles Hanson, Peter Loudon, Bill Ricciardi, Kelli Kemery and Rachel Xavier).**

Application has been submitted by Jacqueline Hughes with a request for Non-Residential Site Plan Review for the operation of a retail boutique located at 12B Main Street Condo 2.

Chair asks if Jackie would like to make any comments about her request. Jackie states she's the owner of Jackie's Boutique located at 34 Plymouth St which has been in operation for 7 years. She purchased the location in between the NH Liquor Store and Heaths so she will be relocating her business there. She is requesting the Board's approval to switch it back to retail operation.

Chair states the reason why we have to go through this process is due to the criteria outlined in our site plan procedures. If a business changes in use which increases the use site plan is required. The location was established as retail operation years ago but then changed to a low intensity service operation for 4 years when Beyond the Belt was there. Now that Jackie will be operating out of that location as retail, it will increase the use from what had been established for the last 4 years which is why we had to follow this process. We have had some criticism of this and it might be worth a discussion at some point but it is what it is for now and Jackie was kind enough to come in for site plan review. Chair continues, I think everything is all set there are no problems with parking or any issues that we review under site plan but I would like to bring to your attention our sign ordinance. Chair provides Jackie with what is required under our ordinance as it relates to signage and specifically for the Senters Market building. Chair advises her she should familiarize herself with those requirements.

Chair asks for a motion to accept the application.

**Motion to accept the application: Peter Loudon motions to accept the application, seconded by Kelli Kemery. All in favor of accepting the application.**

Chair asks for a motion to approve the application.

**Motion to approve the application: Bill Ricciardi motions to approve the application. Seconded by Kelli Kemery. All were in favor of approving the application.**

**III. PUBLIC HEARING - BLA HANSON FAMILY TRUST 211-002 AND CHARLES G. AND JENNIFER A. HANSON 211-004-00 (Voting members Peter Loudon, Bill Ricciardi, Kelli Kemery, Rachel Xavier and Harry Viens).**

**Chair Charles Hanson recuses himself from this hearing and turns the hearing over to Vice Chair Peter Loudon.**

Application for a Boundary Line Adjustment has been submitted by David M. Dolan Associates representing the Hanson Family Trust and Charles G. and Jennifer A. Hanson. The proposal is to convey approximately 3.93 acres from parcel 211-002 Hanson Family Trust to parcel 211-004-001 Charles G. and Jennifer A. Hanson. The proposal would reduce parcel 211-002 from 9.62 acres to 5.69 acres and increase parcel 211-004-001 from 19.3 to 23.23 acres.

David Dolan announces himself for the record. David Dolan provides the Board with an overview of the two properties. The request to convey two parcels as shown on plan Parcel A which is approximately 3.5 acres and Parcel B approximate .38 acres from the Hanson Family Trust to be conveyed to Charles and Jennifer Hanson. This will make the Trust property 5.69 acres and still have over 200' road frontage along with a 50' ROW easement to the back of the property. There is also an approved driveway cut by DOT back in 2006 on Parcel B so that would be a secondary access if ever needed to the Charles and Jen Hanson property. All monuments have been set and no new lots will be created.

Charley provides information to the Board as to why this is BLA is being requested. Upon the passing of Charley's mother, Bess Hanson, the house parcel was inherited by Charley and his sister Tori. Charley and Jennifer run the farm and because the house parcel had all the larger buildings that facilitate the farming activity it was a cleaner way to cut off that portion and convey over to Charley and Jennifer.

The reason for conveying the small portion at the bottom that abuts 25B is to allow that parcel to be contiguous with the one across the street for the qualification of current use. **(Arrival of Harry Viens 6:08)**

Vice Chair asks if there are any additional questions. Harry Viens states he has no questions he reviewed the proposal and thought the intentions were clear. Hearing no other questions Vice Chair asks the Clerk if the application is complete, Clerk responds yes. Vice Chair asks for a motion to accept the application as complete.

**Motion: Bill Ricciardi motions to accept the application as complete. Seconded by Kelli Kemery. All were in favor as accepting the application as complete.**

Vice Chair asks for a motion to approve the application.

**Motion to approve the application as presented. Bill Ricciardi motions to approve the plan as presented. Seconded by Harry Viens. All were in favor of approving the application as presented.**

**Charles Hanson resumes his position as chairing the meeting at 6:11.**

**IV. PERMITS:**

Board reviews the permits; question is asked what renewal permit number 2 means. Chair states the permit is only good for one year if your project is not complete by that time you need to renew the permit. Harry Viens asks if when a property owner takes out a permit for solar panels if the Town gives them any information on abatements. Clerk responds no we do not provide that information. Vice Chair states, I can see the reason behind that, if you tell them about an exemption on one thing and there is something else they might be eligible for and it's not mentioned, it could potentially be a problem. Clerk states that is exactly the reason why we don't. Chair states there is an easy way around that by saying there may be some kind of credit available. Harry Viens mentions he will bring it up at the Selectmen meeting and see if there is a way to address it.

**V. OTHER:**

Update: Kelli Kemery speaks on digitizing old records through Plymouth State University (PSU). PSU has a cluster-based learning model, it's an interdisciplinary model that brings together real-life learning and in lab learning that crosses different disciplines. You could have a history class intermixed with an art class depending on what the student is learning. When Aimee asked if PSU would have any programs to digitize some of the old Town records I started thinking about PSU's model. A friend of mine is the Chair of the digital media and communications department and I thought there is an element of municipal government involved as well so I approached Kathy LeBlanc and asked if there would be any interest in creating a cluster type initiative where PSU would partner with Center Harbor to try and get this task done. Kathy has reached out to two faculty members that may be interested in talking to the Town to see if they could create a learning base model. Clerk adds, the reason why this came up had to do with Preston Rd and the old documents and the cost involved with digitizing these documents. Clerk continues, someone on the Board perhaps Bill brought up PSU and the more I thought about it I thought it might be something we should look into to have as another option. Board liked the idea of at least having a conversation with the PSU faculty members and see if the expectations on both sides could be met. Chair asks who would be the representative from the Town would that be the Town Clerk because these are Town Clerk records. Clerk, I would think the records themselves are the Town Clerk's records however, based on the sensitivity of those documents meaning the condition they are in, it might be something the Town Clerk and Selectmen should decide.

Harry Viens, we've been trying to get some companies that specialize in record preservation to give us a quote on what it would cost to get some of these documents preserved and copied and have not had much success. We were thinking of placing them into binders as the county does but having digital copies might be a better option and less cost. Chair, one word of caution and it wouldn't make a difference what the university was, you have to have the right students and the right faculty member overseeing the students, that's critical. Kelli, I made that clear in the email.

Bill Ricciardi, this situation arose because of Preston Road and the research, are there any updates on that situation? Harry Viens states based on our last discussion we did inform Attorney Nix the Town would like the gap of approximately 50-60 years filled in before it takes a position.

Chair asks if there is anything else to discuss. Clerk states we need to post public notice for our ordinance changes in December to hold our first public hearing in January. First public hearing would be January 7<sup>th</sup>.

**VI. ADJOURNMENT**

Meeting adjourned at 6:42 p.m. Next public meeting scheduled for December 3, 2019. Respectfully submitted by Aimee Manfredi-Sanschagrin.