

Town of Albany, New Hampshire
Planning Board Monthly Meeting Minutes - DRAFT
Wednesday, February 13, 2013 7:00 P.M.

Next Meeting Wednesday, February 27, 2013 7:00 P.M.

The Planning Board Meeting was held at the Albany Town Hall.

Present: Chairman Steve Knox, Vice Chairperson Josephine Howland; Tara Taylor, Adrian Simons, David Maudsley, Technical Advisor; Theresa Ann Gallagher, Recording Secretary

Absent: Selectmen Representative Jack Rose, Mike Helmers, Selectmen Representative Sara Young Knox

Also attending were Mark and Lori Lundblad, abutters of Almost There Restaurant; however, since there was no public hearing on the issue of the Site Plan Review Plot Plan for Almost There Restaurant, they were asked to return on the day of the public hearing for comment. The Albany Planning Board invited them to stay and listen to the regular Planning Board Meeting, but they decided to leave.

Chairperson Steve Knox called the Planning Board monthly meeting to order at 7:00 P.M.

Approval of the Agenda: Chairperson Steve Knox asked for a motion to approve the proposed agenda for the February 13, 2013 meeting. Tara Taylor made a motion to approve the agenda; seconded by Vice Chairperson Josephine Howland. Chairperson Steve Knox asked all those in favor of accepting the agenda as proposed signify it by saying "Aye". All were in favor. None opposed.

Approval of the Minutes: Chairperson Steve Knox asked for a motion to accept the minutes from the January 23, 2013 Planning Board meeting; Tara Taylor made a motion to accept the minutes from January 23, 2013 meeting; seconded by Vice Chairperson Josephine Howland. Steve Knox asked if there are any errors or omissions. Correction: Adrian Simons said he was not in attendance. Chairperson Steve Knox asked all those in favor of accepting the amended minutes of the January 23, 2013 meeting, signify it by saying "Aye". All were in favor.

Communication with the Town of Albany's Attorney, Jae Whitelaw, was received by E-mail regarding the proposed amendments to the Town Ordinances, and legal advice for state laws, site plan reviews and public hearings. Copies of the E-mail were passed around to each Planning Board members.

The Planning Board reviewed the wording of the final draft for the proposed changes to the ordinances; the third proposed change on green space does not have to be voted on by the Town's residents due to it being a change to the Site Plan Review regulations; the Planning Board makes that change.

The Planning Board reviewed the wording of the proposed amendments to the two ordinances. The Albany Planning Board discussed changes to the Site Plan Review regarding 50 feet from the abutter's boundary line; cars may be parked in 25 feet of the 50 feet, provided they are not a permanent fixture.

Chairman Steve Knox commented that last year he wrote a letter to the Conway Daily Sun to explain why the Albany Planning Board was making the proposed amendments to the ordinances; all Board members agrees that he should do the same this year. Chairman Steve Knox also wrote an explanation for the proposed Ordinance changes in the Town's annual report. The Planning Board members agreed that it should also be included in the Albany's Town Report. After some discussion the Planning Board agreed that the Albany Town Ordinance on noise needs to be amended in the future.

Chairman Steve Knox asked for a motion to go into a non-public session for the Chairman's Report according to RSA 91.A.3, II c: Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant. A motion was made by Tara Taylor to go into a non-public session according to RSA 91 A for purpose of discussing legal matters as described by Attorney Whitelaw; seconded by Vice Chairperson Josephine Howland. All were in favor and cast their votes: Adrian Simons, Tara Taylor, Vice Chairperson Josephine Howland and Chairperson Steve Knox.

Chairman Steve Knox asked for a motion to seal the minutes of the non-public session according to RSA 91- A.3, when release of the minutes would render the proposed action ineffective. A motion was made by Tara Taylor to seal the minutes of the non-public sessions seconded by Vice Chairperson Josephine Howland. All were in favor and cast their votes: Adrian Simons, Tara Taylor, Vice Chairperson Josephine Howland and Chairperson Steve Knox.

There will be a Public Hearing for the application from Jack Whigham. Theresa Gallagher will remind Jack Whigham to submit an application by February 21, 2013 for the updated Site Plan Review Plot Plan for the Public Hearing on March 13, 2013.

Chairman Steve Knox gave the Planning Board copies of his report for the Planning Board activities during 2012 to be included in the Town of Albany annual report. The Planning Board reviewed the report and agreed it covered everything. Discussion on open space and rural character lead to the conclusion that these are complicated topics. A suggestion was made to take out that sentence. All were in agreement.

Chairman Steve Knox said that after the Master Plan is complete he will be retiring from the Planning Board. He will be available for suggestions and advise.

Adjournment: Chairman Steve Knox asked for a motion to adjourn the meeting at 8:58 P.M. A motion was made by Tara Taylor to adjourn the Planning Board Meeting at 8:58 P.M.; seconded by vice Chairperson Josephine Howland. Passed unanimously.

Respectfully submitted,

Theresa Ann Gallagher

Recording Secretary