

WAKEFIELD PLANNING BOARD

February 2, 2012

Members Present: Paul Winkler (Chairperson), Peg Stevenson, Charles Edwards, Dick DesRoches (Alternate sitting in for John Blackwood), Stephen Royle (Alternate), Tom Dube (Alternate), Peter Kasprzyk (Selectmen's Representative), Arthur Capello (Building Inspector), Mike Garrepy (Planning Consultant)

Members Not Present: John Blackwood, Anna Williams (Secretary)

Guests Present: John W. Boucher III, Charlie Karcher, Pricilla Colbath, Dave Mankus, Fred Guldbandsen, Cheryl Donahue, Teresa Williams (Town Administrator), Hugh Crawford, Peter Brown, Michael Joy, Jim Rines, Jerry O'Connor (PEG Channel)

Chairperson Winkler called the meeting to order at 7:00 pm starting with the Pledge of Allegiance.

Public Comment: None

Mike Gerrepy asked if the order of the agenda could be changed to have the Boucher Revocable Trust go ahead of the CIP discussion. All agreed.

Boucher Revocable Trust – 1991 Lovell Lake Road – Tax Map 205/Lot 2 – The public hearing notice for the Boucher Revocable Trust was improperly noticed. Discussion concerning the error resulted in agreement by the Board, Planning Consultant and applicants to post proper notice for a Major Subdivision public hearing on February 16th.

(CIP) – Public Hearing on the Proposed Capital Improvement Plan – Mike Garrepy reviewed the purpose of the CIP. As 'Schedule A' was projected on the wall for all to view, each column was explained in detail. Looking ahead only six years, each department of the town came forth with projects of \$20,000.00 or more. These projects could be bonded at a low interest rate over thirty years, or they could be placed on a warrant for the town to appropriate the funds. They were separated into essential needs verses town enhancement projects and this CIP report serves as a plan for the future for the Town of Wakefield. Each idea will come before the Town citizens for a vote. This year the Town will see the renovations of the third floor of the Town Hall, the second floor of the Safety Building, and the Multi-Generation Community Center located at the Ball Fields. The CIP is a tool to use and review each year. The CIP is to reprioritize these items each year as the town grows. There was discussion about the bond for the school will be paid this year and how well this has worked in the past for the town. Mike Garrepy stressed how much effort went into this and wants the town to know that it is not a

wish list but a very real plan for the future of our town. After more discussion, Peg Stevenson made a motion to adopt the CIP. Peter Kasprzyk seconded the motion. Motion passed.

H and M Magilacutty, LLC and Fred Gulbrandsen – 20 and 26 High Street – Map 179, Lots 10 & 11 – Jim Rines, from White Mountain Survey, is representing H and M Magilacutty, LLC and Fred Gulbrandsen. He displayed a map of the two lots and requested additional waivers. Jim Rines would like to waive Subdivision Regulation 4.06 which requires location map to include one GPS location, Subdivision Regulation 4.10, B which requires a vicinity map, and Subdivision Regulation 4.10, C, 2 which requires hydric soils mapping and county soils mapping, and 4.10, C, 4 which requires approximate location of buildings, etc. within 100 feet of the site. After Mr. Rines explained each waiver Peg Stevenson made a motion to accept the applications. Charlie Edwards seconded the motion. Motion passed. The two property owners were commended by the Board for working so well together. Fred Gulbrandsen explained to the Board how the encroachment happened back in the 1960's. Peg Stevenson made a motion to accept all waivers, 1 through 5. Charlie Edwards seconded the motion. After discussion why the conditional use is necessary, Peg Stevenson made a motion for conditional use permit for building use setbacks. Charlie Edwards seconded the motion. Motion passed. Peg Stevenson then made a motion to approve boundary line adjustment as written. Selectman Peter Kasprzyk seconded the motion. Motion passed. The notice needs to be published within 144 (consecutive) hours.

Board Business: Peg Stevenson wanted to know why the Planning Board Budget was in "the red". It was explained that the Selectmen chose to encumber \$35,700.00 for MRI to do an organizational assessment of the town. The money was available in the town "bottom line" budget, and the decision was made by the Selectmen to apply the encumbrance to the Planning Board Professional Services line of the Planning Board 2011 budget. The addition of this encumbrance then gave the appearance that the Planning Board exceeded their budget, while they actually closed FY 2011 under budget. Discussion ensued regarding the negative impact this could have on the Board, and raised the question why the Planning Board was not given the courtesy of notice by the Selectmen prior to this action. Selectman Kasprzyk suggested the Board attend the next Selectmen's meeting to address their concerns. Additionally, it was determined a footnote must be added to the Town's Annual Report explaining this matter, and Selectman Kasprzyk agreed to speak with the Town Administrator the following day to add this clarification. Charlie Edwards brings up the fact that Mike Garrepy does not need to be present for the rest of the meeting. He is dismissed at 8:10. After another line item was noted to be incorrect, Arthur Capello offered to get a current report from the financial clerk and e-mail it to the Planning Board members.

Chairperson Paul Winkler announced that the current secretary Anna Williams will be resigning. She has offered to stay to the end of the month.

Arthur Capello asked to clarify who will prepare and send the notice of decision discussed on H and M Magilacutty, LLC and Fred G. Gulbrandsen. After discussion it was decided to have Mike Garrepy do it within 144 hours.

Minutes – Minutes of January 5th and January 16th will be discussed when the current secretary is in attendance.

Peg Stevenson made a motion to adjourn. Peter Kasprzyk seconded the motion. Motion passed. Meeting adjourned at 8:20.

Respectfully Submitted,

Valerie Ward, Substitute Secretary