

Town of Dublin



Planning Board Minutes

PO Box 277
Dublin, NH 03444
April 4, 2019

The Dublin Planning Board met for a regular meeting on April 4, 2019, at 7:00 PM in the Dublin Town Hall. Present were regular members Bruce Simpson, Steve Baldwin, Caleb Niemela, Gregg Fletcher and Allen Hearn. Dale Gabel attended as the selectman's representative and Alternate Neil Sandford was present. Bill Goodwin also attended.

Capital Improvement Plan Review

Bill presented the CIP project that he, Dale and Sterling Abram have worked on. Every building, road, bridge, fire and police equipment need regular replacement or upgrades. Scheduling so that things are spread out over years so things don't hit all at once. Figuring out what is in the Capital Reserve Accounts and how they can be used. Dale explained how the unreserved fund balance operates as a reserve fund. The town requires 5%--8% of the total operating budget be kept in the unreserved fund balance. The plan is to map out things for six years. Bruce asked how the information was gathered and Dale explained that they talk with department heads and they are updating information all the time and doing educated guesses. Allen asked when it was started and Bill replied that Curt Merrick started it in 2001. He put in an inflation factor so that it projects into the future. Dale explained that the town is not putting away enough each year especially for fire equipment. They have worked on a sheet for every department and shoot to keep the capital reserve in the black for the next six years.

Bruce asked whether the board wants to be involved or delegate the responsibility to a committee that would prepare it and bring it back to the board. Both Bill and Dale emphasized that things are so fluid and sometimes change in February before town meeting. Neil suggested that the Planning Board approved the CIP at the beginning of the budget cycle in late summer or early fall. The board's involvement is to see how it fits in with the Master Plan especially for things like buildings and major infrastructure improvements. Gregg asked if the Internet situation in town could be a part of this.

Caleb summarized that the ordinance calls for the Planning Board to appoint the committee as well as oversee the committee's work. Since Bill will be moving and Dale is no longer the selectmen's representative a member of the board needs to be appointed. Allen offered to be involved. Bruce moved to appoint CIP members with the following terms: Bill for one year, Sterling two years and Dale and Allen for three years. Caleb seconded the motion and it passed unanimously. The Board will get a quarterly update on the CIP committee's work.

Minutes of the March 21st meeting

Gregg moved to accept the minutes as written and seconded by Steve. The motion passed with Dale abstaining because he was not in attendance at that meeting.

Tomas Johnson, Albion Properties

Bruce shared that the mylar has not been received, neither has the final check been received. He will be coming on Wednesday to bring these and the proof of a road bond. Bruce asked whether in the future a time frame of two weeks should be included in conditional approvals when payments or documents need to be received.

Land Purchase for Jerry and Sue Bird, 54 Church Street, Map 6, Lot 33

Dale brought in the plan and the board discussed the process. Dale shared that the present lot the Birds own is non-conforming and this addition would not make it conforming but it would be less non-conforming. Bruce shared that the board should consider if it is valuable land that the town needs to hold on to. After discussion Bruce moved that after reviewing the plan the board recommends that the property be sold to the Birds. Caleb seconded the motion. The motion passed unanimously.

Possible changes to the ordinance

Bruce mentioned that he had not done the research on the meaning of structure in other towns. The research shows that the proposed changes to the conservation sub-division have to be presented to the town since they are also in the zoning ordinance.

Gregg moved for adjournment at 8:33 PM. Steve seconded the motion and the motion passed.

Respectfully submitted,

Neil R. Sandford
Secretary