

Town of Dublin



Planning Board Minutes

PO Box 277
Dublin, NH 03444
February 9, 2023

The Planning Board met for a scheduled meeting on February 9, 2023 at 7:04 PM. Present were Chairman Bruce Simpson, Vice Chair Steve Baldwin, Select Board Representative, Susan Peters. Members Kirsten Colantino, Caleb Niemela, and via Zoom, Donna Garner, Rick MacMillan and alternate Katy Wardlaw. Also present at the meeting were alternates, Don Primrose and Neil Sandford. Not present were alternates Todd Bennett and Rob Sardinkas.

Kirsten made a motion to move the discussion of 12/8 draft minutes to the top of the agenda. Susan second. Bruce appointed Neil in Rick MacMillan's place, but then rescinded that motion, due to the fact that Rick announced his presence on Zoom. Neil, Caleb, & Steve answered with nay. Kirsten, Steve, Rick, Donna, & Susan voted yay on the matter.

Discussion of 12/8 Draft Minutes: Neil objected to the complaint being in the minutes due to the fact that Don is an alternate of the Board. Susan Peters mentioned that legal counsel should be consulted. There will be follow up from Carol Munroe. Susan suggested tabling the minutes for another meeting. Neil felt the minutes should not include it going forward. An apology was given and formally accepted. Don Primrose wanted to know where formal town complaints should go if they cannot go to the Planning Board. Bruce deflected back onto Kirsten which was misogynistic and irresponsible as well as not holding Steve responsible for respectful/civil behavior towards a Board member. Donna "motioned that the complaint should be in the minutes formally." Neil "motioned that the complaint should not be in the minutes." Both Bruce and Steve seconded Neil's motion. Neither motion was voted on. Don Primrose recommended tabling the matter for another meeting, post legal advice. Chris Raymond mentioned that the town will get sued should the matter not be dealt with in a formal procedural matter, citing legal counsel from the town. The consensus of the Board was to table approving the minutes of Dec 8, 2022.

Audrey Sign Application Map 5 Lot 1 - 13 Main Street: The Smokehouse Barbecue will locate at the former Audrey's Diner (closed in 2020) and is requesting permission from the Planning Board to change out the sign to a bigger, more visible sign. The new owners feel that the current sign is very small for that stretch of road with poor lighting. Bruce pointed out that considering the proposed sign is 40-42 square feet and is larger than the Town's sign-size ordinance, the ZBA would have to be consulted. The Planning Board does not have authority to permit the larger sign. If the existing sign is found to be grandfathered, that would allow for the

existing sign size to be replicated. The applicant says it is 26 square feet. The ZBA would have to permit a variance on the matter should it exceed the original sign parameters. Bruce stated that a site plan review is also recommended for the applicant's proposal, to include sign lighting, parking and any other changes to the site. Neil mentioned that the Board could approve the 26 square foot sign. Bruce made a "motion accepting the grandfathered-in sign, post receiving the sign application and payment." No one seconded. No vote was taken. The question of Grand Fathered sign size and location was determined. Caleb made a "motion to approve the application." Susan seconded. The Board was unanimous in approving the sign. (The sign permit application received after the meeting 03/02/23 is for a 26 foot sign.)

Grant Process Next Steps: The floor was open to discuss the next steps in the HOP Grant process. Don mentioned hiring a consultant for the project. Susan mentioned organizing a subcommittee to manage the process. The Dublin Select Board submitted a formal letter in regards to appointing a committee to oversee the process. Bruce mentioned the timeline for organizing a committee will take a few weeks. Don asked if this would slow us down as we proceed in the grant process. Starting a Housing Committee is integral to managing the grant process. Susan mentioned that it is a town wide process. Katy spoke as the point person for the grant. She mentioned that a monthly report needs to be submitted per Tiffany McNamara's guidance. She will send in the monthly report for January. Two consultants have been interviewed but decisions have not been made. Katy would like to put a plug in for an ad-hoc committee during the process forming focus groups and designing surveys for the community. Putting an article in the Advocate would help the collective cause. Caleb mentioned deciding on a subcommittee from within the Planning Board or outsourcing the committee. Susan will write the article for the Advocate. The Planning Board could appoint a committee separate of the Board. The Board discussed putting the call into the Advocate for applicants to join the HOP committee. Discussion of diversity within that committee was unanimous among the Board. Kirsten mentioned meeting again in February to start the RFP process. Donna mentioned appointing some folks on the Board to begin the RFP process prior to rolling it out to the Town. Bruce recommended that I take helm with my secretarial services within the HOP committee, allocating part of the grant toward the community engagement process. Katy mentioned that she will be the administrator on the matter, coming up with a list of two more names to incorporate into the committee. The meeting on the HOP grant committee will commence two weeks from today, on February 23rd at 7PM.

Conflict of Interest Per 1/12 Public Hearing: Bruce mentioned that the misconception of the previous hearing was based on misinformation. There was a misunderstanding in relation to the RSA, operating in its judicial capacity. The Board was acting in its legislative capacity. Caleb should not have been pressured to recuse himself in the matter of the petition warrant. Donna mentioned that raising the motion was fine, per that there was questioning in relation to Board connection to the petitioners organizing the warrant. Donna suggested this matter be tabled & referred to counsel. Bruce mentioned that in a public forum, Donna mentioned they were sponsoring the matter & should not have any bearing on the matter. There was a lack of impartiality on the matter. Caleb openly disagreed with Donna's sentiment. Donna believed there was no reason to take a new vote on the matter. Caleb signed the petition for himself. Caleb's goal was to work together on the matter & recused himself as a means of a peace throughout the matter. Caleb felt that he had no formal alliance on the matter. Rick mentioned that it's a one-

way conversation with the Town. Rick felt the motion was out of order and irrelevant to the process. Bruce mentioned that Caleb had every right to vote on the matter. Neil felt that this recusal greatly impacted the overall vote. The decision of the Board was just to recommend or not recommend the article change. Susan Phillips-Hungerford mentioned the ethics of the matter. She mentioned that she felt the process was subverted. The petition was organized by Planning Board members but the Board was not aware of the matter. Yet, under its legislative capacity, there was no violation of the Board through the RSA. Blake Anderson mentioned that there was confusion over the legal correctness of the law. This contention could have been solved with Town counsel. Going forward, this could have been avoided with transparency from all Board members. Blake's view, as a citizen, incorporates the fact that having a reversal of the vote would not look great for the Board.

Approval of January 12, 2023 Public Hearing Minutes: Donna “motioned to table the discussion on the January 12th minutes for review, opening up the March meeting with the matter.” Kirsten then seconded the motion. Rick & Donna do not have formal copies of the minutes. Bruce “motioned for them to be tabled.” No one seconded. The Board voted unanimously on the matter. The meeting closed at 8:35PM.

Respectfully Submitted,

Alyssa A. Vautier, Secretary
Board amendments documented by Pamela J. Celko