



Planning Board Minutes
PO Box 277
Dublin, NH 03444
March 30, 2023

The Planning Board met on March 30, 2023 at 7:00PM in the basement of the Town Hall. Present were Donna Garner, Caleb Niemela, Don Primrose, Susan Peters, Select Board Representative, alternates: Neil Sandford, Katy Wardlaw and Bob Sardinkas. Not present: Kirsten Colantino. Also present: Chris Raymond, Select Board member, Jay Schechter, Conservation Commission chair, and Town residents: Emily Primrose, Karl Eckilson, Archie McIntyre, Brie Morrissey, John and Laura Lawlor.

Donna opened the meeting at 7:00 with a motion to name Don Primrose as the Board's Chairperson. Caleb seconded. Roll call vote: Susan, yes. Caleb, yes. Donna, yes. Don abstained. Susan then followed with a motion to name Donna as Vice Chair. Don seconded. Further discussion suggested that Caleb should also be considered for this position. Caleb stated that he would be interested, however he hesitates because his business responsibilities would not be conducive with a lengthy period of Chairmanship if the need ever arose. He had no problems with Donna filling that position. Roll call vote: Susan, yes. Caleb, yes. Don, yes. Donna abstained.

Planning Board Vacancies: Caleb made a motion to appoint alternate, Katy Wardlaw as a voting member commenting that she has been vital in obtaining the Housing Grant. Donna seconded. Roll call vote: Susan, yes. Caleb, yes. Donna, yes. Don, yes. Discussion ensued concerning the second vacancy. Alternate, Bob Sardinkas and Archie McIntyre both expressed an interest in the position. The Board will fill this position at their next meeting after giving consideration to several potential candidates. The Board acknowledged that there would also be alternate positions needing to be filled. Donna mentioned that residents who might be interested in future positions with the Planning Board might consider joining the Housing Committee as their initial involvement.

Planning Board Minutes: Draft minutes from the following meetings need to be approved: December 8, 2022, January 12th Public Hearing, March 2, 2023 and March 9, 2023. Board members were presented with copies of the minutes to review. Amendments/approval will be voted at the next scheduled Planning Board meeting, April 6th.

Housing Committee Report: Katy Wardlaw reported that information about participating in Dublin Vision Survey were handed out at the Town Meeting. Ivy Vann had been hired as the consultant and a list of people willing to serve on the Housing Committee has been obtained. Since there has been some feedback that the survey website may not always work, Katy asked that all Board members take the time to visit the website <https://www.surveymonkey.com/r/Dublinsurvey2023> and take the survey. She asked the Board to begin thinking about people who might be good to personally interview so a good cross-section of the Town is represented. She said that it will be important not only to have businesses, schools and churches represented but to also talk with those citizens who may not actively participate in community meetings. Ivy sent Don information on how to conduct an interview which he will share with all Board members. Interviews should be conducted on several levels (one-on-one, small focus groups and larger gatherings) knowing that people are more apt to share their thoughts in a setting that fits their comfort level. Housing Committee meetings are scheduled for April 17th and May 15th both at 7PM at Town Hall. Susan and Don have been attending the Housing Academy sessions. Susan will share resources, web links and her notes on past meetings as well as the final meeting on April 19th. Sue Cable is the new contact person for the Housing Academy, and it is believed that a second session will be held. Katy will confirm who can attend. Katy is willing to be the point person for the Planning Board on the Housing Committee, however the committee will need to appoint a chairperson. Many Planning Board members wish to be on the Housing Committee, but a better approach might be to have PB members attend meetings but leave committee membership open to others for a more varied representation.

Outstanding Application: Lawlor Driveway Application-Map 5 Lot 60B-Charcoal Road:

An onsite review will be conducted Saturday, April 1, 2023 at 10:00am. Two issues need to be addressed. One is a waiver for the house in relationship to wetlands. The second is the driveway in regard to pitch, slopes and drainage. Members from Con Com will be onsite for the review. Caleb questioned if Mr. Lawlor had contacted the Road Agent for an opinion about the need for a culvert. Mrs. Lawlor asked if, after Saturday's visit, they would have to wait another month for the Board's decision. After confirming the Lawlor's phone number, Don stated that the Board meets next week.

Other Business:

- Neil reminded the Board that all meetings must be posted 48 hours in advance and in two different places: Town Hall and the Post Office. Meeting dates can also be found on the Town's website.
- In the Fall of 2022, a motion was made to change the Planning Board meeting dates. Don cited the paragraph from The Planning Board's Rules of Procedure which says that the Board will meet on the 1st and 3rd Thursday of the month and that a public hearing must be held if meeting dates and/or times are changed. Tonight's meeting is a make-up meeting and a time to regroup after the election. The Board will return to meeting on the 1st and 3rd Thursday of the month at 7PM in the Town Hall, commencing on April 6, 2023. If for any reason special circumstances arise requiring a change, members will be notified.
- A Decision Letter needs to be sent and the Application Signed for Beech Hill: Map Lot . Mylar was sent to the Registry today with a check.
- A decision letter needs to be sent for the sign application: Map5 Lot 1
- Wetland setback waivers should involve Con Com. The Planning Board needs to notify CC when site reviews are being conducted that involve wetlands. Currently, only CC

members who attend the site review have input about any decisions. It would be best if the information gathered on site was relayed to the Commission for all the members to discuss and make a decision. The Board agrees that the current procedure should be reviewed with the goal of a possible new protocol.

- Don outlined his goals for the Board as the new Chairperson: 1- Applications that have been presented to the Board will take priority over other business. 2-Conduct a joint meeting(s) with ZBA and the Housing Committee. 3-As a Board, review The Planning Board's Rules of Procedure, Dublin's Zoning Ordinance and Land Use Regulations.. Also have more Board members attend seminars on NH Laws. 4-Appoint final voting Board member at the next meeting. 5-Set up a small reference library at Town Hall available to Town residents.
- Chris reminded the Planning Board that the Select Board needs recommendations from them in filling their secretarial position. The job is currently being advertised on InDeed. The Boards will work together in finding a good candidate. The Select Board will hire and on-board the new Planning Board Secretary.

Adjournment: There being no further business, Don made a motion to adjourn the meeting at 8:20. Caleb seconded.

Minutes respectfully submitted by Pamela J. Celko