

NASHUA CITY PLANNING BOARD  
February 19, 2009

The regularly scheduled meeting of the Nashua City Planning Board was held on Thursday, February 19, 2009 at 7:00 PM in the auditorium at City Hall.

Members Present: Jody Wilbert, Mayor's Rep  
Ken Dufour, Chair  
Bob Canaway, Vice Chair  
Daniel Latham, Secretary  
Steve Dookran, City Engineer  
Mike Lowe  
William Slivinski  
Cynthia Overby

Chair Dufour said in the absence of George Torosian, Mrs. Overby will contribute and vote.

Also Present: Roger Houston, Planning Director

Mr. Houston said regarding the minutes, the Board has something in the communication packets relative to a revised stipulation #1 on the Lehoullier subdivision from the last meeting. It pertains to the first condition, the way the Board discussed it and the way it came out, it originally stated lot 378 to 513 and the meaning and intent of the Board was for it to go across lot 513 to the sewer easement when it was first mentioned. That was clarified and that is in the approval letter so you can make that amendment.

**Approval of Minutes**

February 5, 2009

**MOTION** by Mrs. Wilbert to approve the minutes of February 5, 2009, with a revised stipulation #1 to read from lot 378 across 513 to sewer easement on the Lehoullier subdivision, waive the reading and place on file.

**SECONDED** by Mr. Lowe

**MOTION CARRIED UNANIMOUSLY**

**COMMUNICATIONS**

Mr. Houston went over the following items that were received after the mailing went out:

- There is a brochure from the office of Energy and Planning on the state conference, which is being held May 2, 2009. It is an all day Saturday event.
- If you recall there was an ordinance that was passed about one year, year and a half ago that required a mandatory training session once a year for all Board members. We are trying to get the Local Government Center, Atty Connell, to come down and do a training session with the Planning Board and other board members in the region. We are looking at a date of April 16<sup>th</sup>. I don't know how that sounds for everyone. We are trying to find a date that works for everyone. If there is anything that the board members would like to get some additional training on, we do the court updates, any issues of current legislation, any procedural things, how to make a motion or how to develop good reasons to support your decision, or findings of fact. If there is anything in particular you would like to discuss, whether it is a legal, procedural or other in terms of training please e-mail me or get to me and I will convey that to Atty Connell. If you could check your calendars and get back to me. I will send out an e-mail and reminder to each of you.
- Preliminary agenda for your next meeting for determination of regional impact.

Chair Dufour said for those of you who may not have been here last year when we had Atty Connell come in, that mandated training session is usually 7:00 pm to 9:00 pm.

Chair Dufour said the ordinance does not state the time. It said whatever the department considers acceptable. Last year that meeting with Dave Connell is what the department considered acceptable.

Mr. Houston said if for some reason a board member misses a mandatory session you can substitute by going to the OEP Conference which is the conference notice you received in your packet tonight. They have a spring and autumn conference that is geared towards Planning and Zoning Board members and other land use board members. It is usually an all day Saturday event. That would be at the expense of the member.

#### **REPORT OF CHAIR, COMMITTEE & LIASON**

Mr. Slivinski said he has been a member of the Historic District Commission for almost 9 years. Monday night at 6:30 we will

probably have the most exciting meeting that we have had. We will be reviewing an application to build a new home in the Historic District. The home is at 18 Abbott Street, which is down by the ballpark area. To our knowledge this is the first time a home has been built in the Historic District since the Historic District was established. There will be a lot of precedent set on what the architectural designs will be and the conformity into the district. The meeting is at 6:30 in Room 208. If anybody has a chance I would encourage you to come down and sit down and listen to the meeting. As you know I am leaving this board. I will also be leaving the Historic District Commission Board and someone here from this group will be appointed to that by the Chair. If someone is interested in that position they ought to see Ken and try to be there on Monday night.

**OLD BUSINESS - CONDITIONAL/SPECIAL USE PERMITS**

None

**OLD BUSINESS - SUBDIVISION PLANS**

None

**OLD BUSINESS - SITE PLANS**

None

**NEW BUSINESS - CONDITIONAL / SPECIAL USE PERMITS**

None

**NEW BUSINESS - SUBDIVISION PLANS**

None

**NEW BUSINESS - SITE PLANS**

None

**OTHER BUSINESS**

1. Review of tentative agenda to determine proposals of regional impact.

None

**MOTION** by Mr. Slivinski that there are no issues of regional impact.

**SECONDED** by Mr. Canaway

**MOTION CARRIED UNANIMOUSLY**

2. Consolidation and Subdivision Plan for Evelyn Circle, 368 Main Dunstable Road, per plan recorded as HCRD #34755. Review and acceptance of sidewalk easement and drainage and sidewalk easement as noted on the plan. (Tabled from December 11, 2008 Meeting)

Chair Dufour asked if the intent is to keep this tabled.

Mr. Houston said that is correct. They are not ready to go.

**DISCUSSION ITEM**

1. Referral of the FY 2010 Capital Improvements Program from the Capital Improvements Committee to the Nashua City Planning Board.

Chair Dufour said in your packet is this year's program for your review. At the next meeting we will answer any questions you may have and ask for a recommendation that it be submitted to the Mayor.

Mr. Slivinski asked if the stimulus money that Nashua is expected to get, will that have any effect on what you have done and the priorities?

Chair Dufour said we have prioritized the different submittals as we felt were warranted. Some may jump, as is always the case, stimulus money or not. Some may jump to the top of the list because simply funds are available and the Mayor and Alderman so choose to fund those projects at this time.

Mr. Dookran asked Mr. Slivinski is he was asking something different from that? Are you asking if stimulus money would be used? Is that the question?

Mr. Slivinski said he didn't know if there has been any discussion between Ken's group and making the draft and City Hall with regards to maybe they are expecting some money that might effect this.

Mrs. Wilbert said your priorities will still be your priorities.

Mr. Lowe asked if any of these projects are shovel ready?

Chair Dufour said the very first meeting by minute number 15, I had heard the words "shovel ready" 15 times. And told subsequent department heads that we understood what shovel ready meant. There were some that were shovel ready. Like I said I am sure there are shovel ready projects that eluded us in this program that will probably be funded that could likely be funded ahead of these others.

Mrs. Wilbert said as having served on the Capital Improvements committee for a number of years you and your committee deserve a great deal of thanks for the time and effort and the process by which you develop this list. I know it represents countless hours and a good deal of thought and it is not easy to prioritize.

Chair Dufour said that the past 2 or 3 years it hasn't been as difficult as it has been in previous years because of the financial constraints that the city is under we have seen most of the projects, 2 or 3 times. That is a sad statement but unfortunately it is the reality of these times. I think it is probably reflective in our ratings. There are a lot more "A" ratings and I elude to that in my cover letter.

#### **NONPUBLIC SESSION**

2. The Planning Board will need to make a motion to enter into a Nonpublic Session under RSA 91-A:3, II(e) for consideration of negotiation of pending claims or litigation which has been threatened in writing or filed against the public body.

**MOTION** by Mr. Lowe to adjourn to go into nonpublic session for the reasons stated in RSA 91-A:3,II(e) on the agenda.

**SECONDED** by Mrs. Wilbert

**MOTION CARRIED UNANIMOUSLY**

**MOTION** by Mrs. Wilbert to adjourn the nonpublic session and seal the minutes.

**SECONDED** by Mr. Lowe

**MOTION CARRIED UNANIMOUSLY**

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**MOTION TO ADJOURN** by Mr. Lowe at 10:00p.m.

**SECONDED** by Mrs. Wilbert

**MOTION CARRIED UNANIMOUSLY**

**APPROVED:**

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Ken Dufour, Chair, Nashua Planning Board

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Prepared by: Linda Panny

Taped Meeting