



**TOWN OF WEARE**  
PLANNING BOARD  
ZONING BOARD OF ADJUSTMENT  
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Naomi L. Bolton  
Land Use Coordinator

**Office Hours:**  
Monday  
thru  
Friday  
8 AM – 4:30 PM

**PLANNING BOARD  
MINUTES  
SEPTEMBER 13, 2007  
(Approved as written 9/27/07)**

**PRESENT:** Paul Morin, Chairman; Frank Bolton, Vice Chairman; George Malette, Secretary; Tom Clow, Exofficio; Naomi L. Bolton, Land Use Coordinator.

**GUESTS:** Paul Marsh, CIP Subcommittee; Jim Thompson, Economic Development Committee; Gerald Coogan; David Preece, SNHPC; Ian McSweeney; Richard Butt, CIP Subcommittee; William Tiffany, Board of Firewards Chairman; Robert Richards, Fire Chief.

**I. CALL TO ORDER:**

Chairman Paul Morin called this meeting to order at 7:00 PM at the Town Office Building.

**II. WORK SESSION:**

CIP SUBCOMMITTEE MEETING W/CHIEF RICHARDS & BOFW – TO GO OVER 2008 REQUESTS: Richard Butt and Paul Marsh were present for the CIP Subcommittee. Chief Robert Richards and Bill Tiffany, Chairman of the Board of Firewards were present. The first item that was discussed was the communication fund. Mr. Butt suggested that we consolidate all three communication funds and put it together into one fund. Mr. Butt suggested that we meet with R & R, all three department heads (Fire Chief, Public Works Director and Police Chief) and the CIP subcommittee. The subcommittee asked Naomi to contact Tina Pelletier, Finance person to see if updated balances could be available for Wednesday morning. The three department heads should also be asked if there are any invoices for that fund, but not yet taken into consideration.

The second request was for \$10,000 for a study of a proposed new station on the south end. It was submitted last year but never made it to the ballot because there was a proposal to request funds for the needs assessment. The request is to initiate a study. Chairman Morin asked when the possible need for this construction would be. Chief Richards responded in 10 years. Mr. Butt stated that he felt this should not be done. He felt it should be forwarded to the newly created Town Buildings Committee as they are going around doing an inventory of all the Town buildings and looking at all the needs. Chief Richards didn't have a problem with working with a subcommittee. Chief Richards stated that he would like to make a comment with regard to the communication discussion. He

stated that putting together all the communication funds is great, but he felt that leaving the individual pagers, mobiles, etc, should be left to the individual department heads.

Chairman Morin asked Naomi to send a memo to Board of Selectmen requesting clarification as to the role of the Town Buildings Committee.

Chief Richards then went on to the Fire Vehicles. There is no request for vehicles this year, but he did notice that the forms have a mistake and need to be corrected. The following is how they should read:

Engine #4	2009 replacement	\$400,000
Engine #2	2012 replacement	\$350,000

Lastly, Chief Richards asked the board for some clarification for the Nextel site plan review. It was his understanding that they recommended to the board that they be set aside some room for their equipment. Naomi will review the file and record and get back to Chief Richards.

Mr. Butt stated that he would like to make a motion to make every attempt possible to broadcast all the CIP subcommittee meetings; Paul Marsh seconded the motion. Discussion: Frank Bolton stated that the motion was nice but is it just a token motion. Mr. Butt stated that it was voted on at Town meeting in 2003 and he felt that it should be done if at all possible. Vote: 3 in favor (Bolton, Butt and Marsh) and 0 opposed.

GERALD COOGAN, AICP – DISCUSS PLANNING BOARD ASSISTANCE:

Chairman Morin stated that he knows Mr. Coogan and invited him in to see how he might be able to provide the board with professional service. Chairman Morin stated that one of his frustrations is the amount of time that is spent focusing on growth, etc. It has taken up 90% of the board time and the board has put the site plan review regulations update off. George Malette stated that our agendas are so busy that we have been spending a great deal of time being reactionary and not proactive. Frank Bolton stated that the first thing he would like to see is the review of the Town ordinances. Second he would like to see the regular meetings streamlined so they go along smoothly. Chairman Morin asked Mr. Coogan how the board would come up with a reasonable budget amount. Mr. Coogan would like to get back to the board with that answer. Mr. Bolton stated that we could possibly bring him on board for plan review, which costs the Town nothing, because it is all paid for the applicant. Chairman Morin asked what Mr. Coogan could suggest to the board to go forward. He stated that he would follow up in a letter. Mr. Coogan felt that the board should include it as a budget item and not a warrant article with the notation that some of the cost would be recovered by application fees. Mr. Coogan will follow up with a letter.

SNHPC – DAVID PREECE AND/OR JACK MUNN – DISCUSS THE SERVICES PROVIDED TO THE TOWN OF WEARE FOR THE MEMBERSHIP DUES THAT ARE PAID: David Preece from SNHPC was present. He stated that he has been working with Jerry Coogan under the Town of Deerfield and holds the highest regard for him. Mr. Preece stated that the planning commission dues are currently based on 0.63 cents per capita. Last year Weare paid approximately \$5,464. That fee is really split into four different areas. They are currently doing an audit of Weare's ordinances. The board had a good discussion about various types of projects and the resources that the commission offers. Mr. Preece stated that the commission spends a great deal of time and effort helping out and watching out for the 13 communities that belong to the commission.

IMPACT FEES – CONSIDER THE COSTS AND BENEFITS OF AN IMPACT FEE ORDINANCE: David Preece, SNHPC did take a moment to give the board a letter regarding this to Chairman Morin that can be distributed. Chairman Morin stated that when the calendar was put together it was aggressive and he is just not ready at this point to introduce a guest speaker. Mr. Preece stated that he would be interested in coming back at a later date to go over this.

SIGN ORDINANCE DISCUSSION: Jim Thompson and Ian McSweeney were present on behalf of the Economic Development Committee (EDC). The Economic Development met on August 21, 2007. At that meeting they focused on the sign ordinance that is to expire in the spring of 2008. The EDC decided to list prohibited signs as it would allow greater flexibility for businesses instead of writing a new one from scratch. They also decided to put all the pieces of the zoning ordinance pertaining to signs in one spot, rather than having them scattered all over and duplicated. The board reviewed the proposed changes and discussed some. Out of the discussion the following things still need to be addressed:

- Possibly add a definition of a temporary sign.
- How to address seasonal signs (wood, plowing, etc)
- Look at the possibility of changing the definition to "sign"

Jim Thompson stated that he had enough information to take it back to the Economic Development Committee for their next meeting.

WEARE CENTER ADVISORY COMMITTEE: Ian McSweeney, Chairman was present to give the board the latest thoughts the committee was having and some proposed zoning ordinance changes they are looking at proposing for the upcoming year as a result of their 9-6-07 meeting. Mr. McSweeney handed around copies and went through them with the board, looking for any feedback that he would take it back to the committee for more information. The board went through the list and there didn't appear to be a lot of feedback. Overall the board felt the changes were necessary and didn't have issues with them.

**III. MINUTES:**

AUGUST 30, 2007 MINUTES: The board suggested that we put off the minutes to next meeting, due to the late hour.

**IV. ADJOURNMENT:**

As there was no further business to come before, Frank Bolton moved to adjourn at 11:15 PM; George Malette seconded the motion, all in favor.

Respectfully submitted,

Naomi L. Bolton  
Land Use Coordinator