

Westmoreland Planning Board Minutes
9/18/23

Attending: Lauren Bressett, Bruce Smith, Liana Capra, Larry Siegel, Tim Thompson, Alison Fissette, John Stronk (alt.) Kristen Riley (Alt., clerk), John Snowdon (selectman)

Excused: Larry Siegel, Tim Thompson

Lauren Bressett called the meeting to order at 6:30 pm. Kristen Riley and John Stronk were seated for the excused members.

Review of Minutes- 8/21/23

Alison makes a motion to approve minutes as written. Liana Capra Seconds that motion. All voted in favor.

Application for Site Plan Review- U2 Lot 7

Items waived include:

A4 - lack of scale waived because necessary dimensions are provided

C3,4 - plat not based upon old survey but on previous site plan, no easements or deed restrictions exist.

D 2, 3, 4 - This is a minor adjustment to the existing site plan with no new structures, just a movable food van.

E - No change to existing structures, parking for food van is on road side within side setback.

G2 - No change to parking, existing parking is adequate as current business uses few of the provided spaces.

H 2, 4 - Existing septic plans and addition will use portable toilet unit with waste removal plan in place. Gray water contained within trailer holding tank which will be removed under same contract. No change to existing approved driveway access.

Items not waived:

G5 - snow storage needs to be indicated on site plan

H 2, 3 - location of septic and well needs to be indicated on site plan

I 4 - lighting needs to be shown on the site plan.

K3 - Copies of licenses, permits requested

John Snowdon makes a motion to accept the application as complete with the condition that items not waived be added and we reserve the right to ask for more information. Liana Capra seconds the motion. Motion passed unanimously with all voting.

The hearing commenced. Matthew Lilly is proposing a food truck at his existing business, to be parked on the Mt Gilboa road side of the existing building. Operating hours will be from 6:30 am to 2:30 pm, Tuesday-Saturday, starting seasonally but possibly expanding year round. The food truck has been fully permitted from the state. Lauren Bressett asked that Matthew Lilly provides the board with a copy of all state permits. Lauren Bressett requested that

the well and septic be noted on the site plan. Alison Fissette requested that all exterior lighting be noted on the site plan. Because operations may expand into winter, the same snow removal plan will still work. Lauren Bressett requested that the snow storage area be noted on the site plan. No abutters or public wished to be heard. Lauren Bressett closed the hearing to the public at 6:47 pm.

John Snowdon believes this is a well thought out plan that enhances the current business.. It is a desirable addition to the town's small businesses with low impact to neighbors and offers a needed service. A plan is in place for the gray water and septic pumping. Kristen Riley said it is a mobile structure on an existing business. Lauren Bressett said there it ample space for the food truck. Lauren commented on potential outside displays taking up space. However, Lauren noted that those could be moved/removed according to customer volume.

John Snowdon made a motion to approve the request pending the conditions we discussed. Mark location of septic and well, snow storage, exterior lighting. Provide a copy of the state permits. Approval of the zoning board for a Special Exception
Bruce Smith seconded the motion. All voted in favor. Site plan was approved.

Rules of Procedure Hearing

~~4.2.3-When alternates are not serving in place of a member, they may participate in hearings by asking questions, but shall not join in the discussion during deliberations.~~ Alternates may participate and vote in administrative matters such as approving minutes and setting meeting times if they are appointed in that meeting to serve in place of a regular member.

5.5- Disqualification: If any member finds it necessary to ~~be disqualified~~ **recuse themselves** from sitting on a particular case, as provided in RSA 673:14, s/he shall notify the Chair as soon as possible so that an alternate may be requested to fill the place.

3.2.3- For hearings, collect application and supporting documentation, verify the abutters list, and start a file, copy the application fee check and pass it to the ~~town clerk~~ **town administrator**, have notice published in newspaper PUT ON THE TOWN WEBSITE AND POSTED AT THE TOWN HALL AND POST OFFICE Send notices to abutters by certified mail. (return receipt requested). Change selectman to select board on 2.4 and 2.5.

Lauren makes a motion to file the updated rules of procedure with the select board. Liana Capra seconds that motion. All voted in favor.

Old Business

The board received a letter from a resident's lawyer asking the board to reconsider a decision on building a campsite. Bruce Smith explained that camps were deleted from the forestry residential areas in 1992. It was also voted on again in 1997 with the same result. Medium Density Residential is the only area that allows for campsites. Lauren Bressett mentioned the concern of waste water management. The town doesn't have the resources to manage the monitoring that would be required if camps were added back in to the FR zone..

Alison said this should be discussed again after tomorrow's select board meeting. Also, she mentioned that the board should meet more with all of the items that are piling up on the agenda. The board agreed to a work session October 12 from 6 - 7:30.

John Snowdon and Alison Fisette received a letter from Jason Kats in regards to setting an ordinance for temporary structures to test wind power. At this time the board is moving forward with small wind energy systems only and no additional consideration will take place until after the master plan is complete.

Bruce Smith makes a motion to adjourn the meeting. Liana Capra seconds that motion. The meeting adjourned at 8:10 pm.

Recorded by Kristen Riley, Clerk.