

Approved: _____
Approved with changes: _____
Unapproved: _____

Effingham Planning Board
April 6, 2017

Members Present: Mike Cahalane, Elaine Chick (A), Theresa Swanick, George Bull, Joanna Bull, Gary Jewell

Members Absent: Paul Potter, Henry Spencer

Others Present: Cheryle Feirick, Dianne Park, Rebecca Boyden, Jory Augenti

Meeting called to order at 6:30pm.

Election of Officers

A motion was made by Joanna, seconded by Mike, to appoint Theresa Swanick, Chairman. All were in favor. Theresa accepted the nomination.

A motion was made by George, seconded by Theresa, to appoint Joanna Vice-Chairman. All were in favor. Joanna accepted the nomination.

A motion was made by George, seconded by Mike, to appoint Gary Signing Secretary. All were in favor. Gary accepted the nomination.

Minutes

A motion was made by Mike, seconded by George, to accept the minutes from March 2, 2017 as written. A motion was made by Joanna, seconded by Mike, to accept the minutes from March 2, 2017 as amended. All were in favor.

Page 1, Under 'LRPC Destination Chart'; change 'Effingham Baptist Church', to 'Bible Baptist Church of Effingham Falls'. Joanna will contact LRPC with the changes.

Voluntary Merger

Jory Augenti was present for a Voluntary Merger of Map 411, Lots 57 & 58. There is a dwelling unit on each lot. This is allowed under the new Accessory Dwelling Unit Ordinance. A motion was made by Joanna, seconded by Mike, to accept the Voluntary Merger of Lots 57 & 58 for Tax Map 411. All were in favor. This merger requires the ADU check list to be filled out. The Zoning Enforcement Officer will take care of this. Theresa will send out a Notice of Decision to the applicant. A motion was made by Joanna, seconded by Mike, to amend the original motion to accept the Voluntary Merger of Lots 57 & 58 for Tax Map 411 with the condition the town receives consent from the mortgage holder. All were in favor.

Correspondence

- cc'd from Zoning Officer on the first Home Occupation check list for 109 Drake Rd. Tax Map 413 Lot 30.
- cc'd from Zoning Officer on letter to Ramsdell Septic Design on a Culvert Request on Snow Rd.
- cc'd from Zoning Officer copies of new Building Permits
- ZEO Monthly Report

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- Town & Country Magazine

New Business

Questions to Present to the Selectmen

Mike explained the ZBA wanted 'steps of process' questions to be answered. After discussion by the Planning Board it was decided the Planning Board had no specific questions but realized there are opportunities for areas of clarification and are willing to attend any meeting.

A discussion arose about creating a database for cases. Theresa will get together with Cheryle on this subject.

Mike brought up the topic of pay scales for secretarial personnel. He surveyed all the surrounding towns and is proposing an increase for ZBA and Planning Board File Clerk and Recording Secretary. A motion was made by Mike, seconded by Elaine, to increase the pay rate from \$15/hr. to \$17/hr. for Planning Board File Clerk and Recording Secretary. All were in favor.

Topics for Next Meeting

- Capital Improvement Plan
- Right of Way Ordinance
- Town Road Standards
- Home Occupations
- Culverts
- Mobile / Manufactured Housing

Other Business

The Zoning Officer asked the Planning Board where they would like the new Map Case to be located. The board decided to defer that decision to the Zoning Officer and where she would like it located is fine with them.

A motion was made by Gary, seconded by Elaine, to adjourn the meeting.
Meeting adjourned at 9:00pm.

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