

Approved: \_\_\_\_\_  
Approved with changes: \_\_\_\_\_  
Unapproved: \_\_\_\_\_

## **Effingham Planning Board**

### **November 1, 2018**

**Members Present:** Mike Cahalane, Elaine Chick, George Bull, Grace Fuller, Theresa Swanick, Paul Potter

**Members Absent:** Gary Jewell

**Others Present:** Dianne Park, Rebecca Boyden

Meeting called to order at 6:30pm.

### **Minutes**

A motion was made by Grace, seconded by Mike, to approve the minutes from October 4, 2018 as amended. All were in favor.

Page 3, Under '3.', last sentence, change '.....Effingham Public Library or Town Website.' To '.....Effingham Public Library and/or Town Website.'

Page 3, Under '6.', change 'Mike will bring different wording for this section.' To 'Mike will bring different wording for Disqualifications.'

Page 3, Under 'Public and Abutter Notice of Considerations and Public Hearings', change 'Change the title to 'Notice'' to 'Change the title to 'Notice' with edits to follow.

### **Budget**

Theresa submitted a budget for 2019 and it has been approved.

### **Correspondence**

The board looked over the ZEO Monthly Report and an FYI Copy of Plat filed with the Registry: Neddleton-Lallo Map 102 Lot 49 and 48.1.

### **Rules of Procedure**

The board went through all pages of the Rules of Procedure making sure the last edits were done correctly and starting where they left off last month.

Page 2, 'Members and Their Responsibilities', 6a, change the first sentence from 'Should a member be absent without excuse from 25% of the meetings in a year, the Board shall vote to see if the member should be officially requested to review their ability to perform duties for the rest of the term.'

To 'Should a member be absent without excuse from 25% of the meetings in a year, the Board may vote to see if the member should be officially requested to review their ability to perform duties for the rest of the term.'

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Page 3, 'Members and Their Responsibilities', 6b, change the first sentence from 'Should a member be absent without excuse from 50% of the meetings in a year, the Board shall vote to see if said member should resign from the Board.'

To 'Should a member be absent without excuse from 50% of the meetings in a year, the Board may vote to see if said member should resign from the Board.'

Page 3, 'Meetings', #1, change 'Regular meetings shall be held at least monthly according to state statute, and will be held at the Effingham town Offices at 68 School Street at 6:30pm on the first Thursday of each month.'

To 'Regular meetings shall be held at least monthly according to state statute, and will be held at the Effingham town Offices at 68 School Street.'

Page 3, 'Meetings', #3, last sentence change '.....Effingham Public Library or Town Website.'  
To '.....Effingham Public Library and/or Town Website.'

Page 3, 'Meetings',  
Move #3 to #1  
Move #1 to #2  
Move #2 to #3

Page 4, 'Meetings', last paragraph, delete the second sentence which reads 'If member would not have standing as a member of the public they will not be allowed to speak.'

Page 4, 'Meetings, last paragraph, last sentence, change 'chairman' to 'chair.

Page 4, 'Notice', change the title 'Notice' to 'Notice of Application, Review and/or Public Hearing'

Page 4, 'Notice', '1', change from 'Application Review and/or Public Hearing: Combined public notice for Application Review and Public Hearings of an Application shall be given in a local newspaper and by posting in at least two locations at both the Municipal Office, Effingham Library and the Town Website, not less than ten (10) days prior to the date set for review of the application and/or public hearing.'

To 'Application Review and/or Public Hearing: combined public notice for Application Review and Public Hearings of an Application shall be given in a local newspaper and by posting in at least two locations the Municipal Office, Effingham Library and/or the Town Website, not less than ten (10) days prior to the date set for review of the application and/or public hearing.'

Page 4, 'Notice', second paragraph, Delete 'Combined public notice shall be provided in one local newspaper and by posting in at least two locations, the Effingham Town Offices, the Effingham Library and/or the Town's Website, not less than 10 days prior to the review/hearing date.'

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Page 5, 'Public Hearings', '3', change from 'Members of the Board may ask questions at any point during the presentation through the Chair.'

To 'The chair may recognize members of the Board to ask questions at any point during the hearing.'

Page 5, '4', under 'Public Hearings', change from 'Any party to the matter who desires may ask a question of another party must go through the Chair.'

To 'Any party to the matter may ask a question of another party must go through the Chair.'

Page 5, '7', under 'Public Hearings', change from 'Those appearing in favor of the proposal, and those appearing in opposition to the proposal shall be allowed to speak, with time limits at the Chair's discretion.'

To 'Those in favor of the proposal, and those in opposition to the proposal shall be allowed to speak, with time limits at the Chair's discretion.'

Page 6, under 'Public Hearings', delete #13 and #14,

Page 6, under 'Notice of Decision', second sentence, change 'If the application is disapproved...' To 'If the application is denied...'

Theresa will work on rewording this paragraph.

Page 7, 'Joint Meetings and Hearings', '2', adds 'RSA 676:2' to the end.

Page 7, 'Joint Meetings and Hearings', '5', change from 'The Planning Board chair shall Chair all joint meetings and public hearings when the subject matter involves the Planning Board.'

To 'The Planning Board Chair shall chair all joint meetings and public hearings when the subject matter involves the Planning Board.'

### **AIRB&B's**

Rebecca did some research on this subject and the board discussed town rules, who should regulate AIRB&B's and the distinction between short term and long term rental. Rebecca will do more research into town ordinance changes.

### **Unregistered Vehicles**

Rebecca presented her findings and the board discussed surrounding town ordinances.

### **Park Model RV**

Michael presented documentation of what articles passed and did not pass at past town meetings. The board discussed the definition of trailer vs. recreational vehicle (RV). Michael and Rebecca will get together before the next meeting.

A motion was made by Grace, seconded by George, to adjourn the meeting.

Meeting adjourned at 9:10pm.