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**MINUTES OF THE  
PLANNING BOARD**

**MEETING OF  
September 8, 2009**

A meeting of the Planning Board was held on September 8, 2009 at the Salem Town Hall, 33 Geremonty Drive, Salem, NH.

**PRESENT:** Jim Keller, Chairman; Phyllis O’Grady, Secretary; Beth Roth, Selectman’s Rep; Ronald Belanger; Robert Campbell; Linda Harvey; Ed DeClercq, Alternate; and Ross Moldoff, Planning Director.

The meeting was called to order at 7:00 p.m. Chairman Keller introduced the board members. There were no withdrawals. Chairman Keller then went over the agenda.

**REVIEW OF MINUTES**

1.) August 11, 2009

**Ms. O’Grady made a motion which was seconded by Mr. Belanger to accept the minutes of 8/11/09 as written.**

**VOTE ON MOTION: 5 – 0 – 2 (Ms. O’Grady and Mr. DeClercq abstained.)**

**WORKSESSION** – 2010 Zoning Amendments

Mr. Moldoff went through what we’re working on. The State passed a law that towns accommodate workforce housing. We have an existing affordable housing ordinance. It’s not used much. He was thinking of modifying it to comply with the State law. We received a grant from the New Hampshire Housing Finance Authority. The Board of Selectmen have to accept the grant. There will probably be a modification of what we have. Regarding the depot, we heard from Marty Kennedy at the last meeting. We’re working with a consultant on that zoning. He has a memo on the key principles, and he’d like feedback on that before he writes the text. The State passed a law dealing with wind/energy systems. The towns can’t restrict too much what happens with small wind/energy systems. We have one in Salem. We don’t have to do anything. The State has come up with a model ordinance and we can adopt that.

Chairman Keller said the places where he sees some are in office parks closer to Boston. We need to worry about fall zones, etc.

Mr. Moldoff said it’s a chance to get ahead of the curve.

Mr. Campbell said he thinks it’s something we should deal with. Otherwise you’ll get small individual ones on houses that don’t meet the standards and no one will know how they should

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1 be regulated. It's important to implement something that goes to the limits of what the State  
2 statute provides.

3  
4 Mr. Moldoff said that Mr. Scott has asked about removing the requirement for publishing  
5 building permits in the newspaper. He can draft it up, but he just wants you to know its coming.  
6 If we don't do it, the Board of Selectmen will. They spend \$2,000 a year and they want to save  
7 money and just post it on SCTV and on the webpage. The town attorney thought it was a bad  
8 idea not to publish it. She said that's how people are notified of building permits.

9  
10 Mr. DeClercq thinks it's a good notification to put it in the newspaper.

11 Mr. Moldoff said we publish it in the Salem Observer and maybe the Patriot.

12  
13 Ms. Roth explained that the Board of Selectmen is trying to move forward to using the website  
14 more. Readership is less in print media. The trend of the Board of Selectmen is to start utilizing  
15 more electronic information than print information.

16 Mr. Belanger argued that a lot of people don't have a computer or cable TV. The Patriot goes to  
17 every home. He doesn't want anyone to feel that they're not getting the information that they  
18 should legally get.

19  
20 Mr. Moldoff said the next proposed amendment is, Mrs. Harvey is working on a reorganization  
21 of the zoning ordinance. It has been pieced together since it was first put together in 1962. He  
22 explained the things that are duplicated. We were told by the attorney that we can move things  
23 around as long as we don't change the wording. As we look at it more, we will probably need a  
24 zoning article that will basically adopt the reorganized ordinance because there will be various  
25 new wording put in to reference where some of the sections are. We're just about done with  
26 putting the draft of that together. He felt that the town needs a blasting ordinance. The Town of  
27 Windham has one after having problems. Mr. Moldoff wants one before we have problems. He is  
28 working with the Fire Department on that. It may not need to be a zoning ordinance. He asked if  
29 the board has any other proposed amendments.

30  
31 Mrs. Harvey said we will have to do something with shoreline protection. There is more than one  
32 section dealing with high water mark. And the section has the wrong setback.

33 Ms. Roth mentioned that the EDAC Committee is requesting a workshop with the Planning  
34 Board to help the Planning Board understand the committee. She is requesting that you try to fit  
35 it in with your agenda in the near future. The scope of the committee is to be the umbrella for  
36 different developments happening in town and keeping the committee in the loop so they can be  
37 aware of assistance whenever possible. One example is the economic development happening at  
38 the depot. The intent is to be a liaison.

39  
40 Mr. Moldoff went over the zoning schedule. He mentioned meeting the week between Christmas  
41 and New Years and having a meeting on the 29<sup>th</sup>. Or we could do what we've typically been  
42 doing and have our first public hearing at the first meeting date in January.

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1 Chairman Keller advocated maintaining the aggressive schedule. He is concerned with the depot  
2 ordinance. If it's not necessary to have the aggressive schedule, then we can fall back to our  
3 usual schedule.

4 Mr. Campbell explained that we should work back from January 25<sup>th</sup> which is the last legal day  
5 to post a final copy for the town meeting warrant.

6 Mr. Moldoff said he thinks the town manager's office would prefer the aggressive schedule. The  
7 town manager's office would like to have it finalized earlier so they can post it for the first  
8 posting of town meeting  
9

10 Mr. Moldoff talked about the depot ordinance. He looked at the zoning that is in place. The  
11 Commercial A District is a relatively small area. There are no building setbacks or required  
12 parking. The permitted uses there now are primarily what you have on Rt. 28. There is no  
13 residential allowed in the Commercial A District. He discussed the requirements in this district.  
14 There are 5 zoning districts in the depot. The Depot Committee came up with land use  
15 considerations and Mr. Moldoff expanded those a little. His thought is to do a new depot/village  
16 overlay district. The question is will you have an underlying zoning or will you do an overlay?  
17 One advantage to underlying zoning is that it's a lot more likely to succeed at the ballot. The  
18 consultant said we should think about it in 10 years down the road. The goal is a village center  
19 character, not so much a downtown area. That may be best left to the parcel further to the south.  
20 His thought was to go all the up to Willow Street, down to the Coke plant, over to Pleasant Street  
21 and to Millville Street. Some people want to go further with it. Regarding permitted uses, he  
22 suggested we allow a mix of uses within buildings. In the garden apartment district, the density is  
23 about 12 units per acre. We could allow retail but limit it and put a square footage maximum. For  
24 example, 15,000 square feet would get you a pharmacy but not a big box store. You could say no  
25 drive-through restaurants. He also thought about increasing the maximum building height to 4  
26 stories. But you could get more dense development and traffic. There was thought about saying  
27 make sure nothing that you do there can degrade the existing traffic conditions. So the consultant  
28 suggested that we write right in there, you have to do a traffic analysis as part of the permitting  
29 process conditions. Also requiring the dedication of right-of-way or easements or the  
30 construction of the connector roads or widening of existing roads should be mentioned in there.  
31 We'd limit and control the location of new curbcuts on Main Street and North Broadway.  
32 Actually the goal would be to close some of the curbcuts and instead use the connector roads.  
33 We would require parking but maybe at a reduced rate. And require the use of combined parking  
34 lots and prohibit parking in the front of the buildings.  
35

36 Mr. Campbell said we need to decide what we want in that area from a planning perspective.  
37 And then we need to define parameters. We need to think, what's the worst that we could get and  
38 how do we prevent that? We need to decide the requirements for parking. If we can't decide  
39 what we want, we won't be able to write an ordinance that gives us what we want.  
40

41 Ms. O'Grady said the group has come up with a lot of the elements that she was looking for. She  
42 believes it's essential to go to a fourth floor in some of the buildings. Let the property owner  
43 decide if they want to go more conventional or go with the new standard. This can enhance the

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1 depot greatly. Her vision was a downtown village area. She thinks this comes close to that and  
2 she applauds their efforts.

3  
4 Mr. Belanger said every parcel of land is owned by someone who has a vested interest in it.  
5 What do we do to encourage them to redevelop so they can make a profit? Otherwise they'll stay  
6 the way they are and nothing gets changed.

7 Mr. Campbell said, the way to address that issue, should be something where what's offered by  
8 an overlay for example, adds so much value that nobody would want to do what they're allowed  
9 to do under the existing ordinance. We want to give them enough in terms of permitted uses and  
10 removal of restrictions to make that land so valuable that nobody will want to leave it the way it  
11 is or mess it up.

12  
13 Chairman Keller suggested we get examples of other communities with similar scenarios. What  
14 do we want for parking, traffic and pedestrians? He struggles with the issue of overlay versus  
15 traditional or existing and how do we reconcile the subarea plan with allowing the continuation  
16 of existing development through existing zoning. We need to understand how an overlay will  
17 work in the long term if we have 4 quadrants and 2 of them are one where someone may want to  
18 do something and the other two are not. He struggles with trying to keep both ends of zoning in  
19 play and still trying to adopt a new traffic pattern and getting to a place where it works. It would  
20 help if you give us a radius around what you consider the new Salem village center district. He  
21 suggested a subarea plan.

22 Mr. Moldoff said he had some examples of communities that he presented to the committee, so  
23 he can get those.

24 Mr. Campbell said that what the committee needs to consider as a ground rule is that Rt. 28 and  
25 Main Street are high traffic through corridors and must remain so. Main Street is also a through  
26 corridor. Anything that causes those to be made effective as through corridors is a pipe dream  
27 and he doesn't think the community would stand for anything else. That intersection needs to be  
28 improved if anything.

29  
30 Mr. Belanger said he doesn't want to rush something if it's not right.

31 Mrs. Harvey said a pedestrian friendly area doesn't normally have wide streets. Usually cities  
32 that redevelop to get pedestrian friendly areas usually narrow up the streets to slow traffic and  
33 limit it so people are encouraged to get out of their cars and walk. Right now Main Street is a  
34 good width for pedestrian traffic. Rt. 28 is wider than it should be if it was to be a pedestrian  
35 friendly road. If there are plans to widen Main Street, then the concept of going pedestrian  
36 friendly won't work. Regarding taller buildings, we should look at going to 3-4 floors, but with  
37 the understanding that parking would be the bottom floor.

38 Chairman Keller suggested that maybe we can have a joint meeting with the Depot Committee.  
39

40 Ms. O'Grady said the Commercial A that we have today, she doesn't understand how we can  
41 have an office and tell them that they're not required to have parking. It's almost irresponsible.

42 Mr. Belanger said, if they're there now, they're grandfathered.

43  
44 There was discussion of parking.

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1 Mr. Moldoff said he will bring this feedback to the consultant and come back.

2  
3 **PUBLIC MATTERS**

4  
5 1.) AK's Roast Beef and Pizza

6  
7 Mr. Moldoff received a letter from AK's Roast Beef and Pizza. They're taking over Peter &  
8 Maria's. It will be take-out, and they want to open in mid-September. He read from the letter.  
9 There will be 6 seats but no tables for use by the public. He told them there are no seats allowed,  
10 but they asked for seats for people to sit in while they're waiting. He figured it's OK if there are  
11 no tables.

12  
13 Ms. O'Grady said she thinks it's appropriate to have seating.

14 Chairman Keller said this board approved it as a convenience store.

15 Ms. O'Grady said she doesn't have a problem with the take-out restaurant.

16 Mr. Campbell said he doesn't have a problem with a few seats if there are no tables. But he  
17 doesn't know how we control that. There has to be some very rigid and enforced restrictions.

18 There is to be no entertainment, and limited seating of a nature that is not conducive to eating in  
19 the store and turning it into a restaurant. Will they eliminate the store?

20 Mr. Moldoff said the store is gone.

21 Mr. Belanger said he doesn't see any big deal with giving them 6 seats. The previous owner had  
22 take-out. He would go along with 6 seats and no tables.

23  
24 Chairman Keller said he saw a sign that said "drivers wanted". He is worried about the  
25 residential street next to it. What are the hours of operation?

26 Mr. Moldoff said he doesn't think there was any restriction on the approved site plan but he can  
27 ask about the hours.

28 Chairman Keller said he would like to know the details about whether there is delivery and the  
29 number of drivers. He also suggested we contact the abutters with the change and the seats.

30  
31 2.) Braemoor Woods Road

32  
33 Mr. Moldoff received a letter from Camden National Corporation. They are the owners of 12-14  
34 Braemoor Woods Road. This was approved in May 2008. They're asking for a 2-year extension.  
35 He read from the letter. He has met with the consultant who may be coming back to the board  
36 with some changes.

37  
38 **Mr. Belanger made a motion which was seconded by Ms. O'Grady to grant a one-year**  
39 **extension.**

40  
41 Mr. Belanger said if they need another year after that they can always come before us.

42  
43 **VOTE ON MOTION: 7 – 0**  
44 **UNANIMOUS**

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1 3.) Stonehill Builders  
2

3 Mr. Moldoff said that Mr. Gioseffi called him. One condition for the approval of the Stonehill  
4 Builders subdivision was that they have to submit an approval of the conservation easement by  
5 the Conservation Commission and town attorney and record it prior to the first building permit.  
6 He has a buyer who qualifies for the housing tax credit, and he asked if we could push it off to  
7 the second building permit rather than the first because he needs to get going. We haven't even  
8 signed the subdivision plan yet. He has to get them in by December. Mr. Moldoff doesn't have a  
9 problem with it. We will still get the conservation easement.

10  
11 Mr. Campbell said the requirement should be for the first occupancy permit. He is willing to go  
12 with the first occupancy permit.

13 Chairman Keller asked about the status for the sidewalk on Butler Street.

14 Mr. Moldoff said that had to be bonded prior to the first building permit. He can ask about that.

15 Chairman Keller is hoping it would coincide with someone moving into a house.

16 Mrs. Harvey said there was discussion at the time it was being done of turning the land in the  
17 easement over to the town as town property.

18 Mr. Moldoff said they've chosen to do an easement rather than giving it to the town.  
19

20 4.) Sayde's Restaurant  
21

22 Mr. Moldoff received a letter from Sayde's Restaurant. They want to do an outdoor patio. He  
23 read from the letter. He told them that the board may want to see this in more detail. Its seating  
24 proposed for 16. There is a copy of the approved site plan. There are 4 parking spaces in the area  
25 where they want to do the seating. They said there is still plenty of room for the cars and enough  
26 space to back out. It's a 21' x 16' area. Do you want to see a formal site plan or can we handle it  
27 under public matters?  
28

29 Mr. Belanger said the former restaurant had 4 tables there. It caused no harm. With the bridge  
30 being shut down their business is probably off. They're just looking for what other places in  
31 town have.

32 Mr. Campbell said he'd like to see a dimension drawing.

33 Mr. Moldoff said he asked them to measure it. From the end of where their enclosure will be  
34 back from the street is 50 feet.

35 Mr. Campbell said he is interested in back to the edge of the building. He is interested in how far  
36 the parking spaces will stick out past the building.  
37

38 Andy, bar manager, Sayde's, said it won't be past the building.

39 Mr. DeClercq said, where they're proposing the seating, those parking spaces there are two deep.  
40 He considers the sign as part of the building. He doesn't see any circulation problems in front.

41 Chairman Keller suggested Mr. Moldoff get measurements from the applicant and talk with the  
42 Chairman to decide to bring it back or not. He would also like to know if there any cinder blocks  
43 between the parking and the tables.

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1 Ms. O'Grady said she has no problem with this, but she wants to know when the cutoff for  
2 seating would be in the outdoor area. The noise ordinance is no noise after 10:00 p.m. She  
3 suggested no seating after 10:00 p.m.

4  
5 There was discussion of the noise issue.

6  
7 Mr. Campbell asked, this is an outdoor bar?

8 Andy replied, it's an outdoor patio.

9 Mr. Campbell clarified there will be up to 4 tables of people congregating and drinking. His  
10 concern is the possible impact on the community with the outside service of alcohol until 1:00  
11 a.m. and what it does for public peace.

12 Chairman Keller suggested that Mr. Moldoff get that information and come up with a reasonable  
13 cutoff time.

14  
15 5.) Walsh

16  
17 Mr. Moldoff said Mr. Walsh from 39 Main Street is here with the latest plan to resolve the  
18 situation.

19  
20 Bill Walsh, from B&M Walsh properties has a couple of plans for the board to look at. We  
21 covered up the windows. There are some small discrepancies between the elevations and the  
22 dimensions. The architect is here. He then gave pictures to the board.

23 Mr. Moldoff showed a copy of the elevation drawing. It's not the same as what you saw on the  
24 paper version.

25 Mr. Walsh said it's changed since we put the trim on it. We will break up the top row with a  
26 window and we can put decorative trim. We want to keep the amount of windows. There was a  
27 question of offices. All the offices are in back, none in front. There are 5 offices across the back  
28 of the building. The rest are cubicles set up as all open space. We want to give light to the people  
29 working inside. There will be a lot of space between the windows. He doesn't think the original  
30 plan looks well on the building itself. There is a slight difference between the dimensions and the  
31 elevations. He showed the approved plans to the board and explained the spacing between the  
32 windows.

33  
34 Mr. Campbell said when we're reviewing plans and we see the picture, we rely on what we see  
35 and if it's different from the dimensions, then someone has made an error. We were relying on a  
36 picture.

37  
38 There was discussion of the windows and the shutters.

39  
40 Mr. Moldoff said there is also a difference in the front doorway. He explained what was  
41 approved. The proposal is to bring it out further to create some relief in that façade.

42 Mr. Walsh said it was 18 inches on the original proposal. We talked to Mr. Moldoff about  
43 bringing it out 3-4 feet so it would have a roof and granite steps on the bottom. We could put  
44 columns coming down.

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1 Chairman Keller asked, what is the spacing between shutters?

2 Mr. Walsh said the shutters are typically 12-14 inches. So the spacing is 30 inches.

3 Mr. Moldoff said the approved plan was 8 feet between the majority of the windows. They put in  
4 additional windows and that's the difference.

5 Chairman Keller asked, so how do we go from 8 feet to 30 inches?

6

7 There was more discussion of the windows and the shutters.

8

9 Mr. Walsh said we'd like to keep the original and change the center window and the entrance.

10 Ms. O'Grady asked, does the new design with the window above the entryway, and the new  
11 entryway with the two railings, comply with the architectural standards?

12 Mr. Moldoff said it's a matter of interpretation. You guys have to decide whether it does or not.  
13 The goal is to make it look residential. It's to design the building in accordance with the  
14 buildings in the Gilberts History book. All those buildings are much smaller, not 70 feet long.

15

16 Ms. Roth asked, why is the door in her picture not the same door in any of the renditions?

17 Mr. Walsh said we replaced this with an eyebrow to make it more appealing. That picture of the  
18 actual building doesn't have the cutout yet.

19 Chairman Keller suggested that if we were to make this look more residential, we would build it  
20 with a portico.

21

22 Tom Galvin, architect, said the error is below the title line. The dimensions of the plan are  
23 accurate.

24 Mr. Moldoff said the situation is that the building was designed with 5 windows on the top and 4  
25 on the bottom. Then the applicant made the change. Now they're trying to remedy the situation.  
26 He thinks bumping the doorway out will help. Maybe something different there will also break  
27 up the façade. He showed a picture of the Gordon Powers Insurance building, but its not 70 feet  
28 long. Its 55-60 feet long.

29 Ms. Roth said there is something very wrong with this building. As an architect you should be  
30 able to explain what went wrong. Tell her how we can see this picture that we approved, that  
31 looks within scale and pleasing. How did it get from that picture to this?

32 Mr. Galvin said the project isn't complete yet.

33 Ms. Roth said the windows look too small for the building. She understands that shutters  
34 enhance the windows. But even with that, there are too many windows and they're too small for  
35 the building. The picture we approved looks proportional and pleasing and the windows are the  
36 appropriate size. How does it go from that rendition to something that's very inaccurate when it's  
37 put up? She's never seen a project that that's happened to. Normally the building looks like the  
38 picture that came before us. You're asking her to take a chance on another drawing and she is  
39 very hesitant. Tell her what went wrong.

40 Mr. Galvin said it wasn't complete. We don't have the trim on that building that you're looking  
41 at in the picture. The proportions are correct in the graphic. When the windows, trim and shutters  
42 are placed, it will have that same volume.

43

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1 Ms. Roth asked, if you go back to the windows on the top drawing, it will look as pleasant as that  
2 building looks?

3 Mr. Galvin replied, if the contractor places them correctly.

4 Ms. Roth said, then go back to the old windows.

5 Ms. O'Grady said she wants to know how it went from your rendition to the actual drawing that  
6 has more windows on it. She likes the original because the building that's built has too many  
7 windows. It appears that the windows were smaller. So basically her question is the same as Ms.  
8 Roth's question.

9 Mr. Galvin explained that this drawing is what was supposed to be constructed. The builder saw  
10 there was wall between the spacing and he felt there would be an added benefit to add windows.  
11 He agrees that there would be more light and more ventilation. This is the character that we were  
12 asked to create.

13  
14 Mr. Belanger said he respects that the applicant is spending money in our town. He went through  
15 the entire building. There are no offices. It's all cubicles and open area. It will look beautiful and  
16 will be an asset to the Town of Salem. It doesn't encourage people when we give them a hard  
17 time. They made a mistake and they're doing everything possible to make it look good and like  
18 other buildings in the area.

19  
20 Mr. Campbell asked, what were the architectural considerations of the appearance of the building  
21 that would cause you to change from 5 windows to 7?

22 Mr. Galvin said he didn't advise the contractor to add the windows.

23 Mr. Campbell asked, were they made without architectural drawings?

24 Mr. Galvin replied, correct.

25 Mr. Campbell presumed that if you wanted 7 windows you would have put that many in the first  
26 place?

27 Mr. Galvin said we did have one originally that had 7 windows. He was told that they wanted 5  
28 windows over 4 which is what he put on the paper.

29  
30 There was more discussion about the drawings.

31  
32 Mrs. Harvey said the building is much longer than what's depicted visually on the screen in  
33 comparison with the peak of the roof. The other difference is that the top windows seem to be  
34 smaller in height than the bottom ones.

35 Ms. Roth asked, is the roof line built to specifications?

36 Mr. Galvin replied, to his knowledge it's the same pitch.

37  
38 Mr. Moldoff said he spoke with the applicant. We talked about the architecture in advance of  
39 coming to the board. They came up with plan and he supported it and the Planning Board  
40 approved it. It's still residential in character. There is a difference between the approved building  
41 which looked more residential than this building. But this still looks residential. He goes back  
42 and forth on whether it changes the design. There are a lot of other buildings in the district that  
43 this would compare to. He understands that the board wants what they approved. The applicant

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1 should have come back and known to ask the question. He thinks the doorway will break up the  
2 façade. He's not sure if he likes the top window.

3  
4 Mr. Walsh showed pictures from the book that they copied to the board.

5 Chairman Keller asked, why can't we get the rear treatment on the front?

6 Mr. Walsh explained that it's too late because the structure of the building and roof were  
7 designed. The pictures don't look like that. We could make something similar to that. It wouldn't  
8 be extended out because it would be too far for setbacks.

9 Mr. Moldoff said they have about 6 to 8 feet.

10 Mr. Walsh also said it would be an expensive endeavor. He then gave the architectural drawings  
11 to the board.

12  
13 There was discussion of how the windows are set and the trim.

14  
15 Ms. O'Grady asked, in what century did the eyebrow window come in?

16 Mr. Walsh said he doesn't know. The older towns all have the eyebrow.

17 Mr. Moldoff then showed a picture of 380 Main Street. It's a shorter building. There are 3  
18 windows on the side. The building at 39 Main Street has 4 but it's a bigger building. 380 Main  
19 Street has 5 windows on top and a doorway that comes out. It was approved in the late 1980's.

20 Mrs. Harvey said it looks like there is even spacing between the windows on the building at 380  
21 Main Street.

22 Mr. Moldoff said he can work with the applicant to come up with something.

23  
24 Chairman Keller asked if there is molding.

25 Mr. Walsh said on the lower level there will be crown molding on the top of the windows. It's up  
26 to the board if they prefer them on all of them or just on the bottom. It's not ordered yet.

27 Mr. Moldoff said he thinks it's better on all the windows.

28  
29 Chairman Keller said the architect will provide Mr. Moldoff with new renderings with the new  
30 windows, door treatment and crown molding that Mr. Moldoff wants and leave it up to Mr.  
31 Moldoff to work with the applicant to turn this into something that he deems acceptable. It will  
32 be 6 windows and they will figure out what to do with the middle of the building. He thinks they  
33 should do something with the roofline. His neighbor did it without tearing up the whole roof.

34  
35 **Mr. DeClercq made a motion to leave this up to Mr. Moldoff.**

36  
37 **Chairman Keller said the motion is that the applicant and Mr. Moldoff will work to come**  
38 **up with a design and architecture suitable for the 9 window configuration on the front with**  
39 **central door and a picture window or something on top. There will be 6 on each side of the**  
40 **door and one on top.**

41  
42 **MOTION by Mr. DeClercq.**

43 **SECOND by Mr. Belanger.**

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**1 VOTE ON MOTION: 6 – 1 (Ms. Roth opposed).**

2  
3 Chairman Keller told Mr. Moldoff that if he isn't happy, then bring it back.

4  
5 Mrs. Harvey mentioned the ordinance rewrite. We went to a different method for indexing. She  
6 explained the sections. If anyone has issues with what is where, the next step is cross-  
7 referencing. She doesn't want to do that until we know where we want to put stuff.

8 Mr. Moldoff suggested that we make a presentation. In response to the Chairman's question, Mr.  
9 Moldoff said this will have to be reviewed by the town attorney.

10 Mr. Campbell asked for a copy of this.

11  
12 Ms. Roth said the Board of Selectmen is asking all the boards for input on cutting costs. One idea  
13 is to see how the various boards would feel about picking up their packets from the town offices  
14 rather than having them mailed. The other option is laptops to use electronic files. The  
15 immediate discussion is looking at the mailings.

16 Mr. Belanger mentioned that the ZBA has their packets delivered.

17 Mr. DeClercq said he has no problem picking them up.

18 Mrs. Harvey said you can also pick them up at the Police Station.

19 Ms. Roth said she will bring those comments back to the board.

20  
21 Mr. DeClercq said, regarding paper or disc, he'd rather stay with paper.

22 Mr. Belanger said this is an elected board. For us to do our job properly, we can coordinate  
23 something to have the packets delivered, it's not a big deal. They're driving around town all day.

24  
25 Chairman Keller said, regarding digital versus paper, we need paper to be effective. He also  
26 suggested double-sided copies.

27 Mrs. Harvey said there is also a lot of duplication of information. She doesn't mind keeping stuff  
28 until an issue is resolved.

29  
30 **Mr. Belanger made a motion which was seconded by Ms. O'Grady to adjourn.**

31  
32 **VOTE ON MOTION: 7 – 0**

33 **UNANIMOUS**

34  
35 The meeting adjourned at 9:20 p.m.

36  
37 For further information, kindly refer to the videotape dated 9/8/09, located in the Planning  
38 Office.

39  
40 Minutes by: Susan Strugnell, Planning Board Recording Secretary

41 Approved: Planning Board

42 Date: