

**Town of Gorham**  
**Planning Board Minutes**  
**August 25, 2016**

**Members Present:** Wayne Flynn (Chair), Mike Waddell (Alt), Dennis Arguin, Reuben Rajala, Barney Valliere, Paul Robitaille, Dan Buteau, Patrick LeFebvre (Ex Officio) and Earl McGillicuddy

**Members Excused:** None

**Members Absent:** None

**Members of the Public Present:** John Scarinza (Code Enforcement Officer) and Tara Bamford (NCC)

**Call to order:** The meeting was called to order at 7:04 by Chairman Flynn

**Acceptance of Minutes of July 21, 2016** – Mike Waddell asked if the minutes could be reviewed and corrected in Code Enforcement paragraph 1 as it appears Mike stated the Girl Scouts have not used the property in several years which he believes is inaccurate. The secretary will review the recording and correct the minutes. On a motion from Mike Waddell with a second from Barney, all members voted to accept the minutes as amended. Paul Robitaille abstained.

**Work Session –**

The board met with Tara Bamford to begin the process of updating the Town's master plan. Tara provided a contract that will be the 1<sup>st</sup> half of the Master Plan update and will stay within the budget appropriated for this year. She asked the board to review the contract and if approved, it will need the Town's signature. On a motion from Dan Buteau with a second from Patrick LeFebvre, the board voted to approve the contract. Tara and the board went through Chapter 8 of the existing Master Plan to try to determine what worked, what needs to be updated, what should be removed and what still needs to be completed. The board discussed the listening session facilitated by NH Listens which will be meeting in November to see if information that comes out of that should be incorporated into the Master Plan. Tara felt that the Master Plan should come first as the listening session will deal predominately with recreation. The board also discussed whether to hold a charrette to get public input. It was decided this would be an important part of updating the master plan. The board voted to hold this Charrette on October 29<sup>th</sup> in the morning. Tara asked that this be posted on the Town's website, typical posting places and to have a press release printed in the local paper. She also recommended that other Town & School boards be

invited to attend. The board will meet with Tara again on September 22, 2016 and October 20, 2016, if necessary, to set up the charrette.

#### **Code Enforcement -**

- 1) CEO Scarinza informed the board that a building permit had been received to install plumbing in a storage shed for living space. A building permit was previously received to rehab the work shop and install a bathroom. CEO Scarinza contacted the homeowner who explained that he is converting the existing workshop into living space so they can occupy that while the existing home is rehab'd and partially demolished. His concern was that this could potentially develop into two residences on one lot. After discussion with the board and reviewing the zoning ordinance, it was determined that this could fall under multi-family housing which is allowed by special exception. CEO Scarinza will monitor this.
- 2) It was mentioned that there are two buildings at the end of Park Street that are being kept from falling down by columns placed between the structures. CEO Scarinza will look into this.

#### **New Business –**

- 1) Michelle informed the board that she had received an application for driveway permit for Steve Grone. He will stake out the planned 20' wide driveway for the board to look at. Michelle will send the application to the department heads and ask for their input. This will be on the next agenda.
- 2) Michelle received a call from Robert Cote Jr who owns property south of Tinker Brook (R8, L4). The property does not have frontage on any public street and he would like to discuss a possible subdivision of the property. He has deeded ROW through property owned by John Gleason (Map U17) and is wondering how that would be handled by the Town. After discussion it was recommended that he contact a licensed surveyor to at least have a preliminary subdivision plan drawn and the board will discuss it at that point.

#### **Public Comment - None**

#### **Old Business –**

The board discussed whether or not to tackle any zoning ordinance changes for the upcoming March Town Meeting. It was decided to wait until after the Master Plan process is completed.

**Next Meeting** – The board has a meeting scheduled for September 22, 2016 with Tara Bamford

**Adjournment:** On a motion from Dan Buteau with a second from Mike Waddell, the board voted to adjourn at 9:12.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Michelle M. Lutz".

Michelle M. Lutz  
September 1, 2016

APPROVED SEPTEMBER 22, 2016