

**TOWN OF WEBSTER  
PLANNING BOARD  
MEETING MINUTES FEBRUARY 21, 2019**

At **6:31 pm** Chairperson Rauth convened the regularly scheduled meeting of the Planning Board and took attendance. Members present at this time were Nanci Schofield, ex-officio Select Board member, Paul King, and alternate member Kathy Bacon. Chairperson Rauth appointed Ms. Bacon as an Acting Member due to the absence of member Craig Fournier.

Members of the public present: William and Linda Tracy, Site Plan Review Application applicants.

The first order of business was the review for completeness of a Site Plan Review application from William F. Tracy, 83 Deer Meadow Road, Webster, NH located on tax map 9 lot 14. The application was for an expansion of use to repair trucks in addition to motorcycles and to be certified as a State of NH Motor Vehicle Inspection Station. Mr. Tracy's application to the ZBA for a Commercial Exception was granted with conditions at their public hearing held on February 19, 2019. Chairman Rauth informed the Board that Mr. Tracy currently has a commercial exception at that address that was granted by the ZBA in 2004 for the repair and restoration of antique motorcycles. The Planning Board members each had a copy of the approval letter from the ZBA with their list of conditions.

At this time, the Board took a few minutes to review the Site Plan Review application. Chairperson Rauth clarified that this would be an expansion of use without any new buildings or structures. After a brief discussion, Select Board member Schofield made a motion to accept the application as complete; seconded by Member King and approved unanimously; Chairperson Rauth – in favor, Member King – in favor; Acting Member Bacon – in favor and Select Board member Schofield – in favor.

**6:40 pm** Chairperson Rauth opened the public hearing on the merits of the Site Plan Review application. Chairperson Rauth explained the public hearing proceeding. At this time Chairperson Rauth invited Mr. Tracy to make his presentation.

Mr. Tracy informed the Board that he had lived in Webster for over 30 years and ran a successful truck and heavy equipment business in Bow for almost 40 years which he recently sold in order to retire. He has done that kind of work for over 50 years. He stated he had been a state inspector for almost 40 years. He stated he always had a collection of motorcycles and pick-up trucks both of which he would repair, restore and sell – a hobby. The area state inspector told Mr. Tracy he could still do inspections at his home as long as the town approved it. Mr. Tracy does not want to work 40 hours a week but wants to stay involved. His plan is to work by appointment only between the hours of 8 am to 4 pm. He has a garage that is legally large enough to accommodate inspecting large trucks and heavy equipment. He wants to help the people he has always helped and he still has a good following of customers from his business in Bow. Mr. Tracy stated he understood all the compliances with DES – he worked with them many years while in Bow. He stated that he was concerned about the environment, too. He told the Board he had animals, bees, wells, etc. He would not do anything to jeopardize the environment, especially because he resides on that property, too. He informed the Board that the garage was built with cement all around it and his yard is completely hot topped. So, if anything did leak or spill it would be on a solid surface and cleaned up immediately without permeating. He stated there were two people in town where he can bring waste oil to be recycled (burned). He stated he would not be interchanging vehicle fluids. If he ends up with a few parts he brings them to Concord to be recycled. He does not want to be doing major repairs – just a service for inspections and minor things. He stated that was the work he did his whole life and it was one of the hardest things to do to give it up. This way he gets to keep his hands in it. He stated that he and his wife take good care of their property. After a brief discussion, Mr. Tracy reiterated there will not be an influx of vehicles going in and out because he won't be there – he is retired!

Chairperson Rauth asked if the whole area was a cement pad. Mr. Tracy stated the whole yard including the 250 foot driveway; all the way underneath the car port; all the way to the right and all the way around the garage. Chairperson Rauth stated that one thing they learned from the site plan review for COPART was their surface was impervious and the

Board had a lot of discussion about how to capture any excess fluids or oil that might be draining. She stated she understood Mr. Tracy did not intend to do a lot of that. She stated they spoke with COPART about best management practices. Linda Tracy stated that sometimes a spill might happen but that Bill would move quickly to immediately contain it.

Chairperson Rauth referred to the site plan review checklist. She stated that because Mr. Tracy was not adding new buildings some of the items did not apply. She did ask if there would be any expansion of water or sewage supplies. Mr. Tracy answered no. She stated that landscaping would not really apply as most of his property is fenced. She stated outdoor lighting would stay the same as it is now as per the ZBA list of conditions so that would not apply.

Member King asked about the hours for the lighting. Mr. Tracy stated he has motion sensor lights that come on after dark. Mrs. Tracy stated there won't be lights or advertising.

**6:56 pm** There were no other members of the public in attendance; hence no one spoke in favor or against the application. Chairperson Rauth closed the testimony in order for the Board to deliberate. Select Board member Schofield stated she was fine with the application and that she was glad there were restrictions laid out to protect the property for the future. Chairperson Rauth asked the Board members if they had anything else to add to the ZBA restrictions. Select Board member Schofield stated no. Neither Member King nor Acting Member Bacon had any other questions or comments.

Select Board member Schofield made a motion to approve the Site Plan Review of 83 Deer Meadow Road with the conditions set forth by the ZBA; seconded by Acting Member Bacon and approved unanimously: Chairperson Rauth – in favor; Member King – in favor; Acting Member Bacon – in favor and Select Board member Schofield – in favor.

**6:58 pm** Chairperson closed the public hearing and reconvened the Planning Board regularly scheduled public meeting.

The next order of business was to discuss the 2019 – 2024 CIP project. Chairperson Rauth stated the CIP subcommittee met January 22<sup>nd</sup> and reviewed the document for any last minute changes. She stated that information they had requested from town departments and recommendations were all forwarded to the Select Board in November. She stated this was a formality for the final report. The subcommittee approved all the updates that were made. After a brief discussion, Chairperson Rauth stated the Board could review the February 21<sup>st</sup> version to see if there were any changes or corrections and they could let her know within a few days. She stated she hoped that tonight as far as the essence of the recommendations and the numbers, she wanted to see if the Board felt good about that. Chairperson Rauth stated that some of the recommendations had carried over from the first CIP that had been done last year; some were related to the roads, i.e., establishing a Highway Roads Advisory Committee and a Roads Surface Management System which would be keeping a database up to date of what happens on the road projects every year. This would be a uniform way of capturing the data and being able to analyze it and look at it from the budgeting and invoicing point of view. A lengthy and in depth discussion took place covering topics of grant-writing, building maintenance plans, competitive bidding for project costs of \$10,000 or more etc.

Select Board member Schofield thanked everyone for putting in all their time working on the CIP project. There were no other comments from the members. Select Board member Schofield made a motion to accept the CIP plan as presented and written as of February 21, 2019; seconded by Member King and approved unanimously: Chairperson Rauth – in favor; Member King – in favor; Acting Member Bacon – in favor and Select Board member Schofield – in favor. Select Board member Schofield stated that on behalf of the Select Board the CIP document is very helpful to refer to. Chairperson Rauth agreed. She stated that it has really helped to make that part of the budget process more concise. Chairperson Rauth thanked everyone for helping.

At this time the Board reviewed the draft minutes from the January 17, 2019 meeting. Member King made a motion to accept the minutes as written; seconded by Acting Member Bacon and approved unanimously: Chairperson Rauth – in favor; Member King – in favor; Acting Member Bacon – in favor and Select Board member Schofield – in favor.

Chairperson Rauth referred to page 2 of those minutes regarding the Master Plan and Acting Member Bacon's suggestion during that public hearing to divide recommendations into the respective town boards/commissions and send them to the department heads and chairpersons, perhaps with an executive memo stating these are the areas we would like to collaborate on. Chairperson Rauth stated she could bring this idea to the Select Board. Her question was how *would* these recommendations be brought to fruition? After a brief discussion, Chairperson Rauth stated that the Conservation Commission had 30+ recommendations in the Master Plan. She stated she asked them to prioritize what they would like to do, especially if there would be any zoning ordinance amendments. She stated what they were most keen on was an ordinance to further protect wetlands. Chairperson Rauth stated they also discussed alternative housing – cluster housing, etc. which falls under **RSA 674:21 Innovative Land Use Controls**. After a brief discussion, Chairperson Rauth suggested working with CNHRPC to work on developing a zoning amendment for innovative land use. CNHRPC Senior Planner, Matt Monahan travels all over and sees all the different land use controls in other towns; he sees what works and what doesn't. She suggested working with him on this.

At this time Chairperson Rauth stated that the Conservation Commission wants to get together with the Planning Board and talk about prioritizing and coordinating what's going on this year with legislation. She stated they thought they would try to schedule a work session for the two boards other than trying to meeting during a regularly scheduled meeting. Sometimes the agendas become too full.

Chairperson Rauth informed the Board she had been in contact with Mike Tardiff, Executive Director of CNHRPC. She stated that CNHRPC has a program called "Circuit Rider". She stated this is basically hiring a planner to work with the Board on special projects. She stated there was money in the budget after paying dues to CNHRPC. She stated she told Mr. Tardiff that the Board wants to finish the *Subdivision Regulations* review and update the forms and then the Board wants to look at the legislative proposals. She stated Mr. Tardiff drew up a proposal for the Board to consider. The Board could have a planner on call who would come to the meetings or come to a work session and help pull together information. After a brief discussion, Chairperson Rauth stated the budget has \$5000 to cover the CNHRPC dues in addition to any legal or engineering fees that may arise. She stated that typically the Board has spent maybe \$500 - \$750 in a year for CNHRPC to help with projects. She asked the Board members what they thought about the proposal; all agreed it was a good idea. She stated the Planning Board would bring that proposal to the Select Board to sign and she added they might want to put a cap on it.

**8:20 pm** After a brief discussion Member King made a motion to adjourn; seconded by Acting Member Bacon and approved unanimously.

These minutes were approved as written at the Planning Board meeting of March 21, 2019.

Respectfully,

---

Susan Rauth, Chairperson