

**TOWN OF CHESTERFIELD  
PLANNING BOARD  
MEETING MINUTES  
MARCH 19, 2007**

Present: Steve Pro, Acting Chairman; Scott Coulborn, Tom North, Elaine Blake, Susan Lawson-Kelleher (arrived at 7:40 PM), and Amy LaFontaine, Secretary.

Steve called the meeting to order at 7:36 PM.

- 1). Val was not present to sign the February 19<sup>th</sup> minutes. Elaine moved to review the March 5<sup>th</sup> minutes at the next meeting. The motion was seconded by Scott and passed unanimously by the Board.
- 2). The Board signed 1 mylar and 3 sets of paper plans for Verizon Wireless.
- 3). Conceptual Consultation with Pierre Saba, Mike Bentley and Frank Demaris for Riverside Hotel. They will be returning on April 2<sup>nd</sup> for Major Site Plan Review. They will be at the ZBA Meeting tomorrow night to request a variance of the height ordinance. The roof is 29 feet 3 ¾ inches, but there is a two foot parapet to keep ice and snow from falling on guests entering and leaving the hotel. Mike stated that Bart Bevis, Fire Chief, would be present at the ZBA meeting to speak in favor of the project. Site Plan approved by the Planning Board was prepared by Clough, Harbor and Associates with the first-floor elevation at 241. The plans approved by Chet Greenwood, building inspector, were prepared by Sage Engineering. Sage Engineering used 244 foot elevation. The Clough Harbour plans were changed to accommodate construction.

Steve stated that this building is within Shoreland Protection and would be closely monitored. He said that he would be looking at drainage and any changes to the septic system. Pierre stated that they had decreased the rooms from 36 to 34. Tom stated that he would be aware of parking especially if the use of the meeting rooms changes to public. Scott asked them to be aware of impervious coverage. The Board asked them to be sure that the use intensity statement meets the needs for all the intended uses. Susan asked them to make a list of all the changes.
- 4). Planning Board Secretary Position – Steve stated that he thought this was based on the Secretary not having enough hours available to do what the board has requested. Amy and Elaine discussed things that made the position difficult for them. Amy stated that she found she was working 30 hours one week and 10 the next and found the fluctuating schedule difficult. Elaine stated that Planning Board hours could not affect other department hours; if she ran out of time, additional Planning Board hours had to come from her personal time. The Board has deadlines that need to be met. Steve stated that this discussion would need to be postponed until Padi could participate. Susan suggested making it a salaried position. She suggested looking at the # of hours spent in the past and using that calculation to determine a fair salary.

5). Information-

2007 Local Officials Workshops  
CEI Notification of Addition to staff

**6). Town Office Complex** – Steve stated that construction could begin 60 days after submitting plans to the Planning Board. The Site Specific permit has a waiting period of 120 days. The Committee is still discussing the turnabout for the school.

7). Elaine moved to adjourn at 8:35 PM. The motion was seconded by Scott and passed unanimously by the Board.

Respectfully Submitted,

Amy LaFontaine  
Secretary

Approved:

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Steve Pro  
Secretary

Date: \_\_\_\_\_