The Dublin Planning Board met for its regular meeting on June 19, 2014, at 7:02 PM in the first floor meeting room of the town hall. Present were Chairman Bruce Simpson, Suzan Macy, Steve Baldwin, Dale Gabel, Bill Goodwin, John Morris and Selectmen’s Representative Sterling Abram. Alternates Gregg Fletcher and alternate/secretary Neil Sandford were present.

**Minutes of the June 5th Meeting**

The minutes from the June 5th meeting were reviewed. John pointed out that the word fertilizer needed to be added to the last paragraph about the Golf Course. Bill moved and Steve seconded a motion to accept the minutes as amended. The motion passed. John abstained.

**Aubrey Saxton preliminary for home baking business Map 3, Lot 44-A**

Aubrey Saxton is a baker who would like to build a kitchen in her garage and add a walk in cooler which would be added on to the garage. She would add screening for the walk-in cooler. She presented photos of the home showing where the addition would be located. In answer to a board member’s question she stated that it would be a wholesale business with no retail sales on the site. John asked how far the extension for the walk in cooler would be from the property line and she did not know, but thought since the house was close to the road, it might be within the setback requirements.

It would be considered a home business since she needs a non-resident employee. A special exception would be needed for a home business and the ZBA would have to approve it. If the extension for the walk in cooler falls within the 35 foot setback requirement then a variance would be needed from the ZBA. If she does not have the setback then she could consider putting it inside the home or on a porch. She will do measurements and consider her options.

**Legal Questions re: Frank White voluntary merger Map 7, Lot 72 & 72A**

John moved that the board call for a special public hearing to make a decision to as to whether to rescind Frank White’s voluntary merger. Dale seconded the motion and pointed out that the deeds do not clearly indicate who owns it but there is evidence that Frank White does not own it. Bruce noted that Avitar Associates of NE, the Board’s attorney, and an attorney at the municipal association all recommend that the merger be rescinded. The motion passed. The board scheduled a public hearing for July 17 and the chairman will write a letter to Frank White.
Rules and Procedures—Sub-committee report and consideration
John and Dale presented what they had put together from the state’s template and our present rules and procedures. They requested input from the board about any concerns members had. Extended discussion on the proposed new rules and procedures took place. The question about whether the approach is too rigid and whether there needs to be more flexibility. John expressed that even though we want to be user friendly to townspeople we should not have late meetings and can table things to another time. Bill suggested that instead of stating things as “shall” they be presented as goals. Discussion about what is needed for rule changes and site walks ensued.

John Morris shared his concern that Steve Baldwin contacted the state about issues concerning pesticide use at the Golf Course. He pointed out that a board member should not present themselves as representing the board unless the board has authorized someone to do so. Steve agreed and explained that he presented himself to the state and to the Ledger that he was doing it as a concerned citizen. Bruce noted that although the article identified Steve as a Planning Board member, it also quoted him in the article as saying he was acting as an individual. Sterling shared that the state officials seemed to think that the complaint was coming from a planning board member. Steve read his email from the state and explained his conversation with the state and the newspaper to support his contention that both knew he was acting as an individual.

At 8:33 PM, Dale moved that the board adjourn. Sterling seconded the motion and the motion passed.

Respectfully Submitted,

Neil R. Sandford, Secretary