

**ATKINSON PLANNING BOARD MEETING
MINUTES
WEDNESDAY, MAY 4, 2016**

Members Present:

Sue Killam, Chair
Mike Turell, Vice Chair
Barbara Brown
John Wolters
Paul DiMaggio

Other's Present:

Call to order:

Chair Killam called the meeting of the Atkinson Planning Board to order on Wednesday, May 4, 2016 at 7:40 pm.

Workshop: Discuss Capital Improvement Plan

Zoning Regulations 674:1, 674:2, 674:3 discuss capital improvement plans

Chair Killam read from 674:5. It authorizes the establishment of a capital improvement program committee... must include one member of the planning board, and can include one person from the Board of Selectmen...

Chair Killam asked the Board how it should get involved.

Suggestions:

- Survey department heads
- Find volunteers for the capital improvement committee
- Find someone from the Planning Board to head the capital improvement committee
- Select capital improvement needs of the Town and prioritize
- Put together a query for department heads

Possible capital improvement needs:

- Police
- Fire
- Building Needs
- Library
- Sidewalks – issues with road width
- Community Center-Recreation
- Highway Department
The Road Agent has a 10 year plan for road improvement and highway department capital improvement
- Cemetery,
- Recycling center,
- Wastewater management,

Julie LaBranche will speak to the Board of Selectmen regarding managing MS4 at their meeting May 9, 2016

Chair Killam explained issues with Wastewater Management and costs thereto to the Committee.

Responsibility for Wastewater Management has been given to the Road Agent

The quality of water entering and leaving Atkinson from each culvert has to be reported. The swales also need to be tested.

The Board discussed reporting requirements and staffing

Rockingham Planning Commission has been working on a computer program for Towns to use for wastewater management reporting

Chair Turell stated that Rhode Island DOT has information on wastewater management and pervious pavement

Vice Chair Turell agreed to head the Capital Improvement Committee and Member DiMaggio agreed to assist. Chair Killam suggested contacting Bill Innes about being on the Committee. The Board of Selectmen can get the word out. One person from the Budget Committee and one person from the Board of Selectmen should be on the Committee. Member Brown also agreed to assist.

The Committee agreed that the Capital Improvement Committee should meet with each department head and ask what their capital improvement needs/wants are. Get some figures.

The Planning Board agreed to discuss the Capital Improvement Plan at workshops during the summer.

Zoning issues will need to be discussed in the fall

Municipal water is another capital improvement issue

Sidewalks on Town roads, not on Academy, East and Sawyer could be part of a capital improvement plan
Vice Chair Turell pointed out that there is not enough right of way and land would have to be purchased from private owners in order to install sidewalks

Chair Killam summarized by requesting Vice Chair Turell to put some thoughts together and volunteering to contact potential Capital Improvement Committee members to attend the June 1, 2016 meeting of the Atkinson Planning Board.

Minutes: March 16, 2016 - deferred

Correspondence: none

New/Old Business: none

Other: none

Chair Killam requested a motion to adjourn.

Member Paul DiMaggio made a motion to adjourn the May 4, 2016 meeting of the Atkinson Planning Board. Vice Chair Turell seconded the motion. All regular members of the Atkinson Planning Board present voted in favor. Vote: 5/0/0.

Chair Killam adjourned the May 4, 2016 meeting of the Atkinson Planning Board at 9:10 pm. The next Planning Board meeting is a public hearing on Wednesday, May 18, 2016.