

**PEMBROKE PLANNING BOARD MINUTES
MONDAY, JUNE 20, 2016**

PRESENT: Daniel Taylor (Chairman), Rebecca Coletta (Vice-Chairman), Thomas Irving (Clerk), Paul Whitman, Andrew Wandell, James Noone, Robert Adams, Karen Price and Marilyn Zechello.

PLANS:

Site Plan #SP2-14 South Paws Doggie Day Care
Job Description Review

Daniel Taylor opened the meeting by reading the Chairman's statement.

SITE PLAN #SP2-14 SOUTH PAWS DOGGIE DAY CARE: Karen Price came before the Board to review the items that still needed to be finished on the site. A cost estimate was prepared by Tyler Nims for the cost of each of the remaining items. The Board reviewed the items and reduced the estimate by \$24,700.00. Karen Price will be requesting a waiver from the Vertical Concrete Curbing and the Board cut the 40% engineering and contingencies of \$20,700.00. After reviewing all the items the estimate to finish the site plan was reduced to \$47,700.00. Ms. Coletta moved, seconded by Mr. Wandell, "That the Board moves to add a waiver of the vertical concrete curbing along the northwest side of the building."

Voted 4-0-1: Voting in favor: Coletta, Irving, Wandell and Whitman

Opposed: No one

Abstaining: Taylor

JOB DESCRIPTION: The Board had asked for a reply from Town Counsel concerning our questions about the job description and to date has not has a response. Mr. Taylor said he would follow up concerning this reply. Four resumes have been received to date and July 1st is the last day to send in and respond to the ad. The Board has known that there would be a change in July and the position would be open. They started in January working with the Town Administrator. The Board talked about changing the position to Department Head with a contract. There is still many questions to be answered.

Old Business:

The Board reviewed two letters received by the residents of Old Washington Street. The Board will be meeting again on Monday, June 27, 2016 with the developers of Brisan Way Extension.

A discussion about what is going on at 300 Center Street was a concern because there has not been an application for site plan to date. The owner will be called and will be informed that he needs site plan approval.

A call was received from Cumberland Farms today and they would like to come before the Board for an informal to discuss a new site plan in the Center Protection District on Monday, July 11, 2016.

A discussion was held about the Master Plan that was done in 2004 and it is time to look at it again and see what changes have been made and what is still needed to be looked at.

A discussion was held concerning the Zoning By-law Mixed Use Development in the Center Protection District. The Board will be reviewing this section and make possible changes to the by-law for the fall town meeting.

A motion was made and seconded that the Planning Board meeting be adjourned at 8:20 p.m.

The next regular meeting of the Planning Board will be held on Monday, June 27, 2016 at 7:00 p.m.

Respectfully submitted,
Marilyn A. Zechello