

Walpole Zoning Board of Adjustment
June 19, 2021
Town Hall
7 pm

Roll Call: Board members present: Chair Tom Murray, Clerk Pauline Barnes, Shane O’Keefe, Tom Winmill. Alternates Don Sellarole and Myra Mansouri. Absent. Vice-Chair Dave Edkins.

Call to Order: Mr. Murray called the meeting to order at 7:02 pm. He asked Mr. Sellarole to fill in for the absent board member and Mr. Sellarole agreed.

Minutes: Review minutes of May 2024. Page 1, paragraph 5 Mr. Murray changed May to April and on page 3, last paragraph May to June 19. In the paragraph about alternates Ms. Barnes removed the word “and.” Mr. Murray made a motion to approve the minutes as amended. Mr. Sellarole seconded the motion and the board voted 4 yeas and Mr. Winmill abstained.

New Business:

Request for a Public Hearing in July for a Variance: Cathy Robinson, 105 North Road, Tax Map 22, Lot 14, Residential A district, is proposing to build a 12-foot-by-50-foot front porch. Article V, D-1 and 2 Yard Requirements. No building may be erected closer than sixty-five (65) feet to the center line of the abutting right-of-way nor closer than twenty feet (20) to any side or rear property line.

The board received a copy of Ms. Robinson’s application for a variance and had a chance to look it over. Mr. O’Keefe called it complete and made a motion to hold a public hearing in July. Mr. Murray seconded the motion and rest of the board voted in favor of holding a public hearing at the July meeting.

Signage at Tractor Supply, 8 Red Barn Lane, Tax Map 12, Lot 13-2 Commercial District. The company intends to keep same size as now but reface it with additional information about the Garden Center. It’s the sign out by the road. Ernie Vose, zoning coordinator, said Tractor Supply does not need to have a variance or special exception.

The secretary explained that the garden center would be on the north side of the building. There is a Tractor Supply sign on the building. Tractor Supply wanted to put another sign above the entrance to the garden center. It was 45 square feet. The maximum size for any signage in the commercial district is 32 square feet and signs must be 100 feet from another sign so a sign is not allowed at the entrance to the garden center unless the applicant gets a variance or special exception. The secretary said that Mr. Vose said that no one from the company needed to be present. It is located in North Carolina. The applicant decided to reface the sign on the road. Mr. Winmill objected to the secretary presenting any information on the signage saying her job was to take minutes of the meeting.

Board members received three pictures regarding Tractor Supply’s signage for its new Garden Center. Picture No. 1 shows what the new sign will say. Picture number 2 gives the dimensions of the sign as 10 feet by 29 1/2 feet or 30.33 square feet and details its construction, support structure and illumination. The third picture shows the sign with the building in the background.

Mr. Winmill said it’s too large. It is 32 square feet on one side and 32 square feet on the other side. Ms. Mansouri said free-standing signs are double sided and advertising on both sides is permitted. Mr. Murray read Zoning Ordinance Article IV D-1 and 2. “Free Standing Sign – is defined as any sign not

attached to a building. Structural dimension of a free-standing sign shall not be used in calculating the area of such sign. A free-standing sign may have two sides exhibiting advertising matter, and only one side shall be used in calculating the area of such sign.”

Mr. O’Keefe asked if there are any other signs (besides the two mentioned) that are on the property. Ms. Mansouri said that Tractor Supply came to the ZBA when it opened and received permission for the two signs that are there now. That’s all there are now, she said.

Mr. Murray made a motion to approve the sign at Tractor Supply. Ms. Barnes seconded the motion with four board members voting yea and Mr. Winmill voting nay.

The board also received copies of the sign form, signed by both a member of the sign company, Laurie Bisnko of the Sign Source in Denver, NC, and the owner of the property, Martin Wasserstein of New Preston, CT. All parties in the matter of signage at Tractor Supply will get letters of approval of the sign and a copy of the form.

Joint Meeting

There is a joint meeting of the Planning and Zoning Boards on the fourth Tuesday of July, July 23. The purpose is to go over the suggested organization of the Town of Walpole’s Zoning Ordinances with Todd Horner and Carol Ogilvie. Mr. Horner is the executive director of Southwest Region Planning Commission and Ms. Ogilvie is a planner with the organization. They have been working on the Walpole Ordinance since a joint meeting earlier this year. Ms. Barnes mentioned that the secretary’s email from the Planning Board chair indicated that everyone would get a copy of the Ordinance before the meeting. She wanted to be sure it happened. Chair Murray said he would contact Jeff Miller about this matter. The secretary will do the same.

Article IX

The secretary read Article IX from the Zoning Board of Adjustment’s Bylaws approved in March 2023. She read it in response to Mr. Windmill’s request that the secretary keep minutes for a year.

“RSA 91 Raw Materials: Tapes and notes used to compile meeting minutes are governmental records as long as they are retained: policy to discard/reuse after minutes are approved is acceptable.”

Other

Chair Murray reported he went to a meeting of the Select Board and discussed indemnity for board members. The issue was raised at the May meeting by Mr. Winmill. Mr. Murray reported that the Select Board said members of Walpole Board needn’t worry as they are covered by indemnity insurance. However, they should be vigilant as Mr. Murray said Mr. Dalessio warned that the legislature had been looking at the matter. Mr. Winmill said he had read the Select Board minutes on the matter.

Recording Minutes

Mr. Winmill again brought up the topic of requiring the secretary to record minutes and keep them for a year. Mr. Murray said we brought this topic up before at the last meeting and the vote was 3 nays to 2 nays for requiring the secretary to do this.

Mr. Winmill made a motion to require the secretary to record minutes. No one seconded the motion.

Ms. Barnes then read from a JUSTIA brief that related to a 2023 NH Revised Statutes regarding electronic records. Section RSA 33-A:-a.

II “Electronic municipal records listed on the disposition and retention schedule of RSA 33-A:3-a that are to be retained for 10 years or less may be retained solely electronically in their original format if so approved by the municipal committee responsible for the records.

“Electronic municipal records listed in an approved format, the records shall be transferred to paper, microfilmed, or stored in portable document format/archival (PDF/A) or another approved file format on a medium from which it is readily retrievable.” Mr. O’Keefe said having to transcribe minutes would be onerous on the secretary. He suggested looking into this matter and discussing it next month.

Adjournment

Mr. Murray asked for a motion. Mr. O’Keefe made a motion to adjourn the meeting at 8:05 pm. The motion was seconded by Mr. Winmill and agreed to by all board members.

These minutes are unapproved and will be reviewed at the ZBA’s July meeting for corrections.

Respectfully submitted,
Marilou Blaine
ZBA Recording Secretary

cc: ZBA. WPB, Town Offices, The Walpolean.

Posted: Inside the Town Offices, on the bulletin board outside the Post Office, www.walpolenh.us