

Town of Andover
Planning and Zoning Commission
Monday, November 18, 2019 at 7:00 P.M.
Town Hall Community Room at 17 School Road

Regular Meeting Minutes

1. Call to Order
Chair Bob Hamburger called the Regular Meeting to order at 7:03 P.M.
2. Roll Call / Seating of Alternates
Regular Members Present: Bob Hamburger, Leigh Ann Hutchinson, Scott Person, Jed Larson, Anne Peterson
Crème
Alternate Members Present: Gerry Hardisty, George Knox
Zoning Agent: Jim Hallisey
Town Administrator: Eric Anderson
Board Clerk: Amanda Gibson
3. Additions / Changes to Agenda
 - a. Move Item 6c. prior to Public Speak as Item 4.

Possible acquisition of 12 Center Street property using Open Space funds.
 - b. Discuss Item 6b. prior to the new Item 4.

Recent hire of Zoning Enforcement Officer Jim Hallisey (PZC Advice and Consent).
 - c. Add Gravel Operation as Item 6b.

Recent hire of Zoning Enforcement Officer Jim Hallisey (PZC Advice and Consent).
- Leigh Ann Hutchinson referred to the Town Charter stating the rules of involving the commission members in the decision making process.
4. Possible acquisition of 12 Center Street property using Open Space funds.

Town Administrator Eric Anderson: Andover is considering using open space funds to purchase 12 Center Street to demolish and utilize to provide options along the Rail Trail.

Scott Person MOVED to request that the Board of Finance authorize a refundable \$5,000 deposit for potential purchase of 12 Center Street for open space from the Town of Andover's Open Space Fund.
Jed Larson SECONDED
MOTION CARRIED 4:1:0 (Leigh Ann Hutchinson opposed)
5. Public Speak - None.
6. Old Business
 - a. Discuss open Vice Chair position on the Planning & Zoning Commission.

Bob Hamburger MOVED to nominate and appoint Ann Peterson Crème as the Vice Chair.
Leigh Ann Hutchinson SECONDED
MOTION CARRIED 5:0:0
 - b. Revisit the Lake Regulations.

Gerry Hardisty: Announced that he would like the P&Z Regulations to be revised.
Jed Larson: Suggested to revise the worksheet prior to revisiting the P&Z Regulations.
Members discussed the large task of conducting the revisions and the desire to revise the regulations in order to streamline the process for the commission members and residents.

- c. Gravel Operation
Zoning Agent Jim Hallisey and Wetlands Agent Josh Snarski visited the site on Monday, November 18, 2019 to confirm status of activity.

7. New Business

- a. Training with Halloran Sage on Monday, December 2, 2019 at 6:30 P.M. in the Andover Town Hall Community Room, Roles and Responsibilities of Land Use Boards and Commissions.

Board Clerk Amanda Gibson: Shared the flyer and announced that the training for land use commissions is being hosted by the Town of Andover's land use attorney Mark Branse.

8. Administrative Report from Zoning Agent

Zoning Agent Jim Hallisey: Shared that he is set up on the town computer with email, files, etc.
Met with Eric Anderson and Josh Snarski at the Gravel Operation on Monday, November 18, 2019.

9. Approval of Meeting Minutes

- a. Approval of Monday, September 16, 2019 Regular Meeting & Public Hearing Minutes.

Jed Larson MOVED to approve the revised Monday, September 16, 2019 Regular Meeting & Public Hearing Minutes with the changes made in Item 9c.
Ann Peterson Crème SECONDED
MOTION CARRIED 5:0:0

10. Public Speak – None.

11. Commission Open Discussion

Members discussed that the town needs to allocate more hours both the Zoning Official and Wetlands Agent positions.
Commission appointed Jim Hallisey to work on the Nutrition Allocation Worksheet prior to the next P&ZC meeting.

12. Adjournment

Leigh Ann Hutchinson MOVED to adjourn the Regular Meeting at 8:57 P.M.
Jed Larson SECONDED
MOTION CARRIED 5:0:0
Chair Bob Hamburger adjourned the Regular Meeting.

Helpfully submitted by the Board Clerk, Amanda Gibson.

Please see the minutes of subsequent meetings for the approval of these minutes and any corrections hereto.