

# TOWN OF THORNTON PLANNING BOARD

Approved on: 5/15/2014  
PB Initials: SL  
Rec'd by Town Clerk on: 5/20/14  
Town Clerk Initials: 282

## Planning Board Meeting Minutes Workshop Session Thursday, April 24, 2014

### CALL TO ORDER – SALUTE OF FLAG:

T. Phillips called the meeting to order at 6:00pm and led the pledge of allegiance.

### ROLL CALL: The following members were present:

T. Phillips, Chairman                      S. Babin, Vice-Chairman                      G. Kimball, Member                      B. Regan, Member  
S. Macintosh, Member                      R. Gilman, Alternate                      F. Gunter, Alternate

T. Phillips reviewed the response from LGC regarding the Ex-Officio member appointment when absent.

T. Phillips stated that a regular alternate cannot serve in the place of the ex officio member, and the selectmen are charged with appointing either another member of the Selectboard or a town administrative official to serve as an alternate for their regular ex officio representative.

T. Phillips added that the response also stated that when the ex officio recuses him or herself, that would not destroy the quorum of the board, and they can continue to do business.

T. Phillips stated the response included the information that the Planning Board can adopt a procedural rule to deal with the issue of requiring the matter to be continued until an alternate ex officio member is seated, or simply state that the board moves forward anytime there is a quorum present and seated.

T. Phillips reminded the board members that communication between more than two members is not permitted and noted that an email had been sent from a board member to the Vice-Chairman with the Chairman and the office assistant cc'ed.

T. Phillips stated that the email is included in the information for the workshop session as follows:

*Nice work pulling this info together. It's very comprehensive and I feel it would be an appropriate amendment to/inclusion with the Thornton's existing Campground Regs.*

*Two comments:*

*1) I wonder if some of the Operating guidelines under "Reservations" might be more direct concerns of the campground Operator rather than of the Town. You do, however, liberally use the phrase 'discretion of the campground owner' so that's pretty workable.*

*2) minor : 2nd bullet under "Visitors" should slide down to "Campfires" ?*

*The document as is provides a very good basis for a hearing with Operators and Public. Good job.*

*PS : I will be out of state next Thurs and won't be able to attend workshop. Frank*

T. Phillips reminded members when they have something to be presented at a meeting they do not plan to attend; members should email only the Administrative Assistant.

A discussion followed regarding proposing changes to the Thornton Campground Regulations adopted in 2000.

The Board determined to begin with the current regulations and make the following changes to the document:

1. The Campground Season shall be defined as beginning on May 1<sup>st</sup> and ending on Oct 31<sup>st</sup>.
2. Add "Off season storage of vehicles, trailers or personal property is not allowed in the campground" under III. Special Conditions.
3. Add "90-night maximum stay" under III Special Conditions

4. Add "RV's, tents, trailers, or any occupancy of a campsite by a vehicle or camping apparatus has a maximum stay of 90-nights" under III Special Conditions
5. Add "A Campground that has campsites located in the Flood Plain shall provide a detailed Hazard Mitigation Plan" under III. Special Conditions
6. Add "camping cabins are not permitted" under I. General Definition.

The Board determined to hold a Public Hearing on the proposed changes to the Campground Regulations at the regular Planning Board meeting on May 15, 2014.

N. Decoteau indicated there is enough time for the notice requirements to be met.

**ADJOURNMENT:**

At 8:30pm the following motion was made:

**MOTION: "To adjourn."**

Motion: G. Kimball

Second: F. Freeman

Discussion: None

Motion passes: 7 – YES, 0-NO

Respectfully Submitted,  
Nancy Decoteau