

**PLANNING BOARD MINUTES**  
**TOWN OF FOSTER**  
**Benjamin Eddy Building, 6 South Killingly Road**  
**Wednesday: September 5, 2018**

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**A. Call to Order**

Mr. Sparks called the meeting to order at 7:02 p.m.

**B. Roll Call**

Board Members Present: Richard Sparks, Vice Chair; Mike Carpenter; Ron Cervasio; Anthony Renzi; Jeff Sheldon; and Helen Hardy, Secretary. Joe Carey, Chair, arrived at 7:15 p.m.

Staff Present: Jennifer Siciliano, Planner; Joanna Achille, Solicitor

Town Officials Present Town Council Members, Gordon Rogers; Dennis Therrien, Land Trust

Members of the Public Sandy Sheldon

**C. Approval of Minutes**

1) August 1, 2018

Jeff Sheldon moved, Ron Cervasio seconded, to approve the minutes of August 1, 2018,

Motion passed 6 – 0.

2) August 11, 2018

This was a site walk. A quorum was not formed so no minutes are needed.

**D. Correspondence**

Jennifer Siciliano, Planner, stated there was no correspondence but that the Chair asked that she inform the board that she continues to update the Comprehensive Plan.

**E. Board Members Reports**

1) Land Trust

Mr. Carpenter reported that there are up to date posts on the website. There is another area open for deer hunting at the Hayfield property. Land Trust days is coming up and September the 16<sup>th</sup> will be a Nature Walk at the Spencer West property. There is also a new forest management plan in the works. Ms. Hardy mentioned an event on Borders Farm on Saturday as part of Land Trust Days.

2. Conservation Commission

None.

**F. Written Decision Approval Final Plan**

Final Plan review approval for Industrial Tower and Wireless, LLC to construct a 150' personal wireless service telecommunications monopole tower and related facility, including equipment shelter and security fencing/ gate, encompassing 6,400 square feet, with underground utilities and construction erosion control measures, and constructed with the intent to co-locate; on Cucumber Hill Road by Pole 55, being Plat 4 Lot 36 in an Agricultural/Residential AR district on 5.38 acres.

Mr. Cervasio moved, Mr. Renzi seconded, to approve the final written decision for Industrial Tower and Wireless, LLC.

Motion passed 6 – 0.

**G. Administrative Subdivision**

1) Griffiths/Soltys, Plat 2 Lots 19 & 18

Ms. Siciliano stated that she had not yet received the mylar so it is not ready and must be tabled.

**H. Licensing Fees**

Ms. Siciliano presented a spread sheet of license fees comparing Foster fees to other towns as requested by the board. She noted that other towns have fees for auto repair

shops and Foster doesn't. Pool table charges are low. There was nothing that jumped out as extreme. Mr. Cervasio discussed submitting a letter to the Town Council. Mr. Carey arrived. The number of businesses in the town was discussed. Kennel licenses were discussed. Mr. Rogers noted that businesses are required to submit tangible tax forms. Mr. Carey stated that the board can make a recommendation to the Town Council. Mr. Renzi said that businesses we don't have licenses for are junkyards and indoor shooting ranges. Mr. Cervasio stated that there are many home businesses that aren't known. Ms. Siciliano discussed liquor licenses and motels. Mr. Renzi discussed licenses in Smithfield.

#### **I. Full-Time Planner**

The planner position is currently part-time with a salary of \$37,510.00 (24 hours). A full-time planner (35 hours) would be \$55,692.00 which would be an increase of \$18,182.00 which would allow time for grant writing and economic development. The salary increase could be offset by grant money. Ms. Siciliano stated that any changes would have to be presented at a Financial Town Meeting according to the Charter. She further stated that requests have to be submitted by March 1<sup>st</sup> so she suggested bringing it up in January or February and be prepared to advocate for that at a budget workshop. Mr. Carey stated he thought the benefits of a full-time planner would outweigh the cost. Mr. Cervasio asked that it be tabled until January. He discussed short-term and long-term cash flow problems.

Mr. Cervasio moved, Anthony Renzi seconded, to add the position of "Zoning Official" to the agenda.

Discussion: Mr. Carey asked the solicitor if the addition was permissible. Ms. Achille said it was permissible to add this to the agenda as discussion only.

Motion passed 7 – 0.

Discussion: Mr. Cervasio stated that in an aerial photo and 900 buildings were noted that weren't being taxed. They had to come before the Zoning Board and were asked to pay the application fees and the buildings added to the tax roll. Mr. Rogers stated that it was during revaluation this was not accurate as 900 people did not come before the Zoning Board. The fee was that they had to apply for the permit and double the original fee plus \$35.00. It was not taxed retroactively. Mr. Carey noted that they do catch a lot during revaluation. Mr. Renzi stated that a full time planning & zoning official will allow the town to be more efficient and move forward with a vision.

#### **2) Future Agenda Items**

- a. Planner to rewrite letters to the Town Council and include "to be read into the record" at the bottom
- b. Superintendent of Schools, Dr. Barnes– next meeting
- c. Comprehensive Plan update
- d. Commercial Zoning – Use Table
- e. Letter to Town Council suggesting they initiate service awards for volunteer boards & commissions

#### **3) Adjournment**

Mr. Sheldon moved to adjourn at 8:15 p.m. Motion carried 7 – 0.

Respectfully submitted,

Helen Hardy,  
Secretary