

**Brentwood Planning Board
Joint Meeting with Board of Selectmen
Minutes – July 18, 2013**

PB Members Present:	Bruce Stevens, Chairman	Doug Brenner, Secretary
	Kevin Johnston	Jane Byrne, BOS rep
	Bob Magnusson	Steve Hamilton
	Mark Kennedy, Alternate	Glenn Greenwood, Circuit Rider Planner
BOS Members Present:	Andy Artimovich, Chairman	David Menter
	Ken Christiansen	Jane Byrne

Also present: BFD Fire Inspector Jon True, Building Inspector Gil Tuck, and Planning Consultant for fire suppression Nick Cricenti

7:00 Open

Motion made by Hamilton, 2nd by Magnusson to give Kennedy voting rights: all were in favor.

Stevens opened the meeting and said that the departments had received a letter from True (on file) to address some issues relating to fire prevention and life safety. Stevens said this meeting is to talk about the various roles of each department in terms of fire protection and safety. Stevens said on all plans approved by the PB, a note is added stating that all construction shall comply with NFPA codes. He asked True for feedback on what current codes are titled, to update the zoning book accordingly.

True said he has an Associate Degree in fire protection and Bachelors' Degree in safety engineering, and is retired from the Hampton Fire Department. He works on a part time basis for the BFD. He said the PB process for site plans goes well, and he is asking the PB to allow Cricenti to give him the same information he receives and allow True to communicate with Cricenti, and if there is anything relating to the BFD, he can make Cricenti aware. True said the problem now is that once plans leave PB authority and go to the building inspector, he said the fire department needs to be added in to that part. True said NH codes require the fire departments to inspect, at a minimum of every two years, anything larger than a two-family building, and all commercial sites. He said that the separation came when plans say that they meet NFPA standards, when the building inspector is enforcing the International Code Council Standards, which is the state building code. True said no one is enforcing the fire codes. He said things like requirements for commercial cooking, egress, sprinklers and these things are not covered under the building code. True said the State has adopted the Life Safety Code NFPA 101, 2009 edition and the fire code, NFPA 1. He said if the PB were to adopt the NFPA 101, he would recommend using language stating, to the effect that the town adopts the state fire codes, with amendments, etc, would be followed, and it goes into effect the same date as the state fire code. He recommends following state code because if the town makes more stringent codes (cannot make less stringent than state codes), any variance would require going before the Board of Appeals, but if it is left as just the state fire code, a person wanting a variance would first go to the local fire inspector, then the fire chief, and if still not satisfied, the state Fire Marshall. The state already has procedures in place at the state level for this. True will meet with the PB in the fall to review and perhaps update our ordinances accordingly. Cricenti said most towns and cities go by the state regulations.

True said they are trying to improve things, so that it is understood by all departments what is expected of the applicants/client and how the system works. He said when plans are distributed from the PB office, Cricenti and he will get copies and communicate with each other, True will send any comments to Cricenti, and all correspondence to the PB will come from Cricenti, that may include True's comments.

True had also provided a schedule of BFD fees they are proposing for permits, etc. He said the BI and FD both need copies of building plans. True would like to have all fire related local ordinances in one location, and he is proposing to make a packet to hand to applicants. Then a letter of commitment from the applicant could be provided to the FD, and the FD can go forward with a letter to the BI that the applicant will meet all their requirements, and the process will go more smoothly. He said then, before a certificate of occupancy is issued, the FD will send a letter to the BI that states they are all set with the fire portion. Artimovich said True is trying to increase communications between the FD and the PB consultant, and

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when the building plans are distributed, the BI and FD will work on them together for compliance. Magnusson suggested that the building permit application state that a copy of the plans is to go to both the BI and the FD.

Board Business

The Planning Board is in receipt of a recommendation from town engineer Steve Cummings to release the balance of the bond being held for Tractor Supply, which is \$10,180.00 plus interest. There are items at this site on display by the entrance off Rte. 125 and near their sign, and this area is not an approved display area. Brenner suggested holding a portion of the bond until they are compliant, and Stevens said that the bond is for specific construction items, and that enforcement of compliance issues is done by the Selectmen.

Motion made by Kennedy, 2nd by Johnston to release the balance of the bond: all were in favor. The Selectmen will send a letter of non-compliance.

The Board is in receipt of a recommendation from Cummings to release \$25,900.00 of the bond held for Countryside BIS, LLC. This will leave a balance of \$5,120.00, of which \$2,820.00 is the contingency.

Motion made by Kennedy, 2nd by Byrne to release \$25,900.00: all were in favor.

Motion made by Selectmen Chair Artimovich, 2nd by Christiansen to sign the bond release letters for both Tractor Supply and Countryside BIS: all were in favor.

At the conclusion of the joint meeting, Cricenti, True, Tuck and selectmen Artimovich, Menter and Christiansen left at 8:05.

Respectfully Submitted,

Kathy St. Hilaire