



OLD VALUES - NEW HORIZONS
COMMUNITY DEVELOPMENT

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Planning Board Draft Minutes

May 4, 2022

7:00 pm at Community Development Meeting Room
3 North Lowell Road

Attendance:

- Chair Tom Earley, Present
- Vice Chair Jennean Mason, Present
- Derek Monson, Present
- Jacob Cross, Excused
- Matt Rounds, Present
- Alan Carpenter, Excused
- Dave Curto, (alternate), Present
- Bruce Breton, Board of Selectmen ex Officio, Present
- Christopher Sullivan, Assistant Planner, Present
- Renee Mallett- Minute Taker

The meeting opened at 7:00pm with the pledge of allegiance and the introduction of members.

The board interviewed two candidates for an open alternate position, Dan Spalinger and Joe Bradley. Additional applicants will be interviewed at the next meeting and decisions made at that time.

Case 2022-03 – 1 & 7 Indian Rock Road (Parcels 11-A-450 & 11-A-500); Major Final Site Plan; Final Subdivision, and WWPDP Special Permit; Zone – Village Center District

Mr. Karl Dubay representing this application to develop a restaurant, a multi-tenant commercial building, and small residential neighborhood in the Village Center District. Mr. McCarthy, the applicant, addressed the board. In the latest iteration of this plan a proposed restaurant has been moved further away from Hardwood Drive due to an abutter complaint about the width of the setback and confirmation from the town attorney that a fifty-foot setback was needed. Because of this change a small pocket park and ten parking spaces have been eliminated.

Mr. Rounds asked how the plan got to this point without anyone realizing the setback issues. The varying interpretations of the zoning was discussed.

Chair Earley opened the session to public comment.

41 Joe Bradley asked if the plan had been previously approved. He was told it had been accepted and
42 opened but not approved. Mr. Bradley asked about the possible future widening of Rt. 111. Mr. Dubay said
43 the plan had been engineered with that possibility in mind.
44

45 **Chair Earley closed the session to public comment.**
46

47 Mr. Rounds was concerned about the loss of the park. Mr. Sullivan pointed out an area near the
48 entrance to the residential neighborhood that could be used as a park. Mr. Dubay suggested a few park
49 benches could be added to the plaza outside the restaurant. He predicted the needed edits could be made
50 to the plan and Keach-Nordstrom review comments of them in two weeks.
51

52 **Mr. Rounds made a motion to continue Case 2022-03 to May 18th at 7:00pm. Vice Chair Mason**
53 **seconded the motion. 6-0, the motion passed.**
54

55 **Case 2022-11 – 47 Enterprise Drive (Parcel 11-C-100); Major Final Site Plan,**
56 **Wetland and Watershed Protection District (WWPD) Special Permit, and WPOD**
57 **Site Plan/Subdivision Application**
58

59 Mr. Curto said this plan has not yet come before the Conservation Commission and it requires a
60 WWPD Special Permit. Mr. Sullivan said it is scheduled to go before that committee next Thursday.
61

62 **Mr. Rounds made a motion to open Case 2022-11. Mr. Monson seconded the motion. 6-0, the**
63 **motion passed.**
64

65 **Vice Chair Mason made a motion to continue Case 2022-11 to May 18, 2022. Mr. Monson**
66 **seconded the motion. 6-0, the motion passed.**
67

68 **Old/New Business**
69

70 Fire, police, and highway have confirmed they are satisfied with the work done to complete the
71 Cricket Ridge development bond.
72

73 **Mr. Monson made a motion to recommend to the Board of Selectmen that they release \$12,**
74 **239.80 of the Cricket Ridge bond, leaving a balance of zero. Vice Chair Mason seconded the motion. 5-0-**
75 **1, the motion passed with Mr. Breton abstaining as he will review the matter when it comes before the**
76 **Board of Selectmen.**
77

78 Mr. Sullivan said the community meeting room is being repainted, lighting improved, and other
79 renovations being done.
80

81 An ad will be placed in the Windham Independent to see if there are any applicants interested in
82 the open positions on the Design Review Committee.
83

84 Mr. Rounds asked about how to take minutes for Master Plan sub-committee. Mr. Breton said he
85 thought there may be a document from Attorney Campbell listing the items he would like in the minutes.
86 Staff was directed to see if this document could be located.
87

88 Chair Earley said representatives of Costco had met with the EDC to talk about the possibility of
89 their company developing a presence in town. Mr. Monson is volunteering to take over as liaison for the
90 EDC.

91
92 **Mr. Monson made a motion to adjourn the meeting, at 8:05pm. Mr. Rounds seconded the**
93 **motion. 6-0, the motion passed.**
94

Draft