



1 **Planning Board Approved Minutes**

2 August 2, 2023

3 7:00 pm at Community Development Meeting Room

4 3 North Lowell Road

5
6 **Attendance:**

7 Chair Tom Earley, Present

8 Vice Chair Derek Monson, Present

9 Jennean Mason, Present

10 Jacob Cross, Excused

11 Matt Rounds, Present

12 Alan Carpenter, Excused

13 Pam McCarthy (alternate), Excused

14 Timothy Zurowski (alternate), Excused

15 Roger Hohenberger, Board of Selectmen ex Officio, Present

16 Bruce Breton, Board of Selectmen ex Officio (alternate), Excused

17 Also present was: Alexander Mello, AICP - Community Development Director

18

19 *Draft minutes provided by Alexander Mello, AICP*

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21 The meeting opened at 7:03pm with the pledge of allegiance and the introduction of members.

22

23 **Financial Guarantee Reduction Request - Wood Meadow Estates, Phase II (Glendenin Road Sta. 11+00**
24 **to the end)**

25 Mr. Mello provided an overview of the request. No official communication from Conservation opposing
26 the request.

27 Shayne Gendron provided photographs of the trees along Glendenin Road that are in the right-of-way.

28 Chair Earley recommends release per conditions as read by Alex. The Board agrees, but want the
29 conditions taken care of before reducing the financial guarantee.

30 **Mr. Rounds made a motion to recommend approval of the partial financial guarantee release pending**
31 **satisfaction of the conditions indicated in the Community Development memo dated August 2, 2023.**

32 **Seconded by Ms. Mason. The motion passed with the following roll-call vote:**

33 **Chair Earley, aye**

34 **Vice Chair Monson, no**

35 **Ms. Mason, aye**

36 **Mr. Rounds, aye**

37 **Mr. Hohenberger, abstain**

38

39 **Old/New Business**

40 **Capital Improvements Plan Subcommittee Update**

41 Ms. Mason discussed the \$100,000 minimum threshold for potential projects has been steady for the
42 past several years. The CIP subcommittee is looking for the Planning Board to reinstate that amount.



43 **Mr. Monson made a motion to reinstate the \$100,000 threshold. Mr. Hohenberger seconded. The**
44 **Board discussed capital planning allocations and communication amongst Town departments. The**
45 **motion passed with the following roll-call vote:**

46 **Chair Earley, aye**
47 **Vice Chair Monson, aye**
48 **Ms. Mason, aye**
49 **Mr. Rounds, aye**
50 **Mr. Hohenberger, aye**

51
52 **Mr. Monson brought up 169-171 Range Road (Case 2022-18). He stated that he would like to revoke**
53 **the site plan pursuant to the Site Plan Regulations.**

54 Mr. Mello provided an overview of the CDD response to erosion control concerns and informed the
55 board the proposal was approved as a Subdivision.

56 The owner, Patrick Conner, explained his response to erosion control breaches and provided an update
57 on his actions since the latest rain event that occurred the prior Saturday evening.

58 Mr. Monson asked why the slope has not been stabilized.

59 Mr. Conner stated that he needed to finish the septic system then he will stabilize the site. The hills have
60 been seeded, but the heavy rains are washing it away.

61 Mr. Hohenberger stated that he looks at this year as a normal year and flash flood warnings are normal
62 for this area this time of year. He asked if this was going to be a problem when the site work is
63 completed and inquired if there is something wrong with the design.

64 Ms. Mason stated that she appreciated Keach-Nordstrom being called and visiting the site. She noted
65 that she trusts Jeff Quirk's expertise.

66 Mr. Conner stated that he plans to implement Mr. Quirk's suggestions tomorrow prior to the forecasted
67 rain on Friday.

68 Mr. Monson stated that he thinks Mr. Conner should mulch the entire hill. Mr. Conner invited Mr.
69 Monson to the site.

70 Mr. Earley stated that he understands the initial gaps in response at the beginning. Seems like Mr.
71 Conner understands the sense of urgency now and has engaged the correct folks.

72 Mr. Monson asked what happens next. Mr. Mello noted that possible options for Code
73 Enforcement/Building Inspections include stop work order and withholding Certificate of Occupancy.

74 **The Planning Board took no action.**

75

76 **23 Enterprise Drive**

77 Mr. Mello stated that at the July 19, 2023 Planning Board meeting he was asked if Conservation provided
78 comment on 23 Enterprise Drive. He responded no. He was mistaken at the time, as the Conservation
79 Commission did provide comment, but he forgot to upload it to the online document center. He noted
80 that the comment from Conservation was an inquiry into the percentage of impervious area, which was
81 later provided on an updated plan submitted to the Planning Board. He asked if any members would
82 want to reconsider their vote.

83 **The Planning Board stated that they would like the revised plan to be shown to the Conservation**
84 **Commission to see if the comments would change.**



85 **PB Priorities and Goals**

86 The Planning Board discussed holding a workshop on August 9 to discuss topics for regulation
87 amendments they would like to pursue.

88 Mr. Rounds noted topics he would like to pursue, which are: strengthen WPOD and WWPDP rules, he
89 noted streams shown on NHGranite and DES publications that aren't being shown on proposed plans.

90 Mr. Monson and Hohenberger noted that they share those same concerns.

91 Mr. Mello read items from an email that Mr. Carpenter sent him, they include: Accessory Dwelling Units
92 (ADUs) and tree clearing. Mr. Mello noted that Mr. Carpenter will research these topics.

93

94 **Review and Approval of the minutes for 2023: June 7; July 19**

95 The Board will discuss at a future meeting.

96

97 **At 7:57 PM, Mr. Hohenberger made a motion to adjourn the meeting. Seconded by Mr. Rounds. The**
98 **motion passed with the following roll-call vote:**

99 **Chair Earley, abstain**

100 **Vice Chair Monson, aye**

101 **Ms. Mason, aye**

102 **Mr. Rounds, aye**

103 **Mr. Hohenberger, aye**