



PLANNING BOARD
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MINUTES OF THE PLANNING BOARD

Thursday, July 07, 2022 – 6:30 p.m. – Town Hall Conference Room

Members Present: Catie Medeiros, Stu Gerome, Steve Gerrato, Frank Catapano (Alternate)

Members Absent: Bob Dion, John McDevitt, Dave Moore, Richard Winsor (Selectmen's Rep)

Staff: Mark Fougere – Consultant

Also Present: Barry Posternak, Tom Barton – Greenland Meadows Homeowners Association

S. Gerome opened the Planning Board work session at 6:30 p.m. A roll call was taken and it was announced a quorum was present and the meeting was being recorded.

1. Van Etten Drive Homeowners Association

Barry Posternak and Tom Barton represented the Greenland Meadows Homeowners Association. The HOA, at the Board's request, submitted a formal plan (copy on file) showing what they proposed for the recreation area and its location. The posts for the volleyball net will be permanently installed, 4 feet down in the ground. The area will be grass and not sand. The darker, hashed area on the plan will be the location.

F. Catapano noted it was exactly what the Board requested. S. Gerrato felt it was safer than swings. S. Gerome commented it was what the Board 'kind of' agreed upon and did not feel it was a satisfactory resolution; he could not vote in favor. F. Catapano explained that S. Gerome was on the Board that originally approved the plan. That area was supposed to remain a playground.

C. Medeiros questioned maintenance of the volleyball area. F. Catapano noted they would be putting in permanent 4x4 posts. The net will be removed during the winter and when it is not being used and stored in a shed. There is also a gazebo on the site. It was originally approved with a swing set, which was removed due to lack of use.

MOTION: F. Catapano moved to approve the revised recreation area on Van Etten Drive as presented by the Greenland Meadows Homeowner Association with no conditions. Second – C. Medeiros; three in favor, one opposed (S. Gerome). MOTION CARRIED

2. Subdivision Regulations Update

The Board briefly reviewed the Subdivision Regulations suggested by M. Fougere. Changes were made to the landscaping requirements for site plans. M. Fougere also made suggestions for the backlot provisions in the Subdivision Regulations as well as lot shape.

DRAFT: SUBJECT TO CHANGE

One of the problems with the Performance and Maintenance Security language is that bonding does not take effect until building permits are issued. Example: a lot could be opened with no erosion control or bonding. M. Fougere amended it two ways: (1) an erosion control/site stabilization bond and start work; building permits will not be issued but there will be protection for stabilization. (2) Currently: full bond amount required before construction is started and building permits are issued. The new provision provides that bonding will be in place, whichever option the Board decides. It can be a small bond for erosion control/site stabilization and no building permits or full bond amount and building permits. F. Catapano clarified the bond does not need to be paid until after the plat is recorded; an estimate needs to be submitted. Eric Weinrieb, Altus Engineering, has reviewed the proposed amendments. F. Catapano recommended adding that bonds (Letters of Credit) automatically renew.

3. 2022 Goals

- Age Restricted Housing developments: Attorney Somers has reviewed this article and recommended revisions. Does the Board want a comparison to a single-family layout? M. Fougere recommended a clarification on septic.
- M. Fougere has prepared a draft for backlot road width.
- Display Area: Off-Site Parking Lot is defined in Article II: Definitions; off-site parking must be within 500 feet of the site.

4. Approval of Minutes

Continued to the next meeting due to lack of quorum for approval.

5. Consent Agenda

Invoices

- Town Budget - Donahue, Tucker & Ciandella: **\$573.20** (Tower Place discussions)
- Planning Board Escrow Account - Altus Engineering: **\$8,801.40**
 - o 309 Portsmouth Avenue: \$760
 - o 410 Portsmouth Avenue: \$440.80
 - o 597, 603 Portsmouth Avenue: \$610
 - o Stillwater Drive: \$3,983.40
 - o Summerwind Place (Tower Place): \$3,007.20
- Town Budget – Fougere Planning and Development: **\$2,408.37**
- Planning Board Escrow Account – Fougere Planning and Development: **\$935**
 - o Tower Place

MOTION: S. Gerome moved to approve the consent agenda dated Thursday, July 07, 2022, as presented. Second – F. Catapano; all in favor. MOTION CARRIED

6. Topics for the Public Hearing

Tower Place will be the only item on the agenda for the public hearing on Thursday, July 21st. F. Catapano will not be at that meeting if Tower Place is the only item.

DRAFT: SUBJECT TO CHANGE

7. Other Business

C. Medeiros knows an individual who may be interested in being an alternate on the Board. M. Fougere would like him to write a letter of interest to the Board.

S. Gerrato updated that Board that at the annual RPC meeting, Greenland made the charts and is on its way.

8. Adjournment

MOTION: F. Catapano moved to adjourn at 8:50 p.m. Second – S. Gerrato; all in favor. MOTION CARRIED

NEXT MEETING

Thursday, July 21, 2022 – 6:30 p.m., Town Hall Conference Room

Submitted By: Charlotte Hussey, Administrative Assistant