



PLANNING BOARD
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MINUTES OF THE PLANNING BOARD WORK SESSION

Thursday, June 05, 2014 – 7:00 p.m. – Town Hall Conference Room

Members Present: Chair Stu Gerome, Paul Sanderson, Selectmen's Rep Mo Sodini, Steve Gerrato - Alternate

Members Absent: Chip Hussey, David Moore, Rich Winsor

Staff Present:

Chair Gerome opened the Planning Board meeting at 7:05 p.m. A roll call was taken by the Chair; he announced a quorum was present and the meeting was being recorded.

1. Follow-Up Process for Approved Planning Board Projects

The Board has discussed at earlier meetings how to monitor the progress of projects that had been approved and were in process. Working with the Board of Selectmen and Building Inspector as well as receiving periodic reports would ensure the conditions of approval were being implemented. M. Sodini suggested a joint work session with the Board of Selectmen and Planning Board to clarify the role of the Building Inspector/Code Enforcement Officer. He continued that were a number of items to be discussed in a joint work session.

Going forward, monitoring approved projects will be standard; previously approved projects need a starting point. Although residential site plans are being handled, the commercial side needs some direction. P. Sanderson reminded the Board that once the plan is signed by the Planning Board Chairman, they are done and have no power or authority. The Selectmen have to give the Building Inspector the resources, job description and direction to do site reviews post-project. M. Sodini added it may mean adding more money to the engineering budget. Voluntary compliance should be the goal if there is a problem with a site plan; the Town Attorney should be brought in only if enforcement is needed.

The joint work session will be added to the Selectmen's agenda for discussion on Monday, June 16. The Board Secretary will contact the Chairman of the Board of Selectmen regarding a possible meeting the week of June 23, 2014.

P. Sanderson had requested there be a meeting to discuss what happens post-Dylan. He suggested that the Board meet the circuit rider and see how they plan to serve the Town. He also felt it would be a good time to review the contract in detail to find out what the Town is getting and is it meeting its needs; the contract should be modified if needed. Chair Gerome asked the Board to consider what they would like. It was suggested by P. Sanderson that the ordinance should be one consideration.

RPC update: Glen Greenwood, RPC, picked up new plans to be reviewed for the public hearing on Thursday, June 19; he will be at that meeting. Revisions to ongoing cases are due Tuesday, June 10, and will be picked up on Wednesday, June 11. The new circuit rider should be in place the first of July.

2. Planning Board Vacancy

After discussion with S. Gerrato, he will fill the vacancy until March 2015 then resume the role of alternate.

MOTION: *M. Sodini moved to appoint S. Gerrato to the Planning Board vacancy, term to expire March 2015. Second – P. Sanderson; three in favor, one abstain (S. Gerrato). MOTION CARRIED*

3. Work Session Scheduled for Thursday, July 03, 2014

MOTION: *M. Sodini moved to cancel the work session on Thursday, July 03, 2014. Second – S. Gerrato; all in favor. MOTION CARRIED*

4. Approval of Minutes: May 01, 2014 and May 15, 2014

The minutes of May 01, 2014 were continued to the next meeting.

MOTION: *P. Sanderson moved to approve the minutes of on Thursday, May 15, 2014. Second – M. Sodini; all in favor. MOTION CARRIED*

5. Topics for the Public Hearing: Thursday, June 19, 2014

Topics for the public hearing were reviewed. The Subdivision of Land at 1533 Greenland Road will be moved to the July meeting due to the number of items on the agenda.

P. Sanderson suggested an ordinance change be made to the Site Plan Review Regulations giving the Building Inspector the authority to approve modifications to site plans, with limitations, without involving the Planning Board.

6. Other Business

- Debbie Beck, 1039 Portsmouth Avenue: D. Beck told the Board she has spoken to her abutter about the drainage issue at 1039 Portsmouth Avenue because the agricultural vistas weren't maintained last year, and the swale isn't running. She continued that she spent \$1,600 replacing the culvert pipe under the abutter's existing driveway. There is already a leaf pile up, her tank alarm is going off again, and she is on loam on a wetland. D. Beck was told by the abutter that if the road is allowed to go in, it shouldn't be a problem; she disagrees. If the field is not maintained, there will continue to be a drainage issue. D. Beck also told the Board that the swale should be opened every five years for maintenance. She continued that water on TG's property is starting to build up. He has hydro-run soils, and there's a spring and well-defined swale behind her house. Drainage is a serious issue, and now Willowbrook is coming off that also. The water goes through TG's field and around her house.

Another issue D. Beck mentioned was at 19 Barrett Farm. The homeowner has cut down 100' or more, plus 20' of trees on her property; there is a no cut, no disturb buffer.

Chair Gerome addressed the swale issue: the owner is required to maintain the swale and/or property in working condition. There was a brief discussion regarding the Planning Board decision that was appealed. D. Beck stated that the appeal was dismissed; she has filed a Motion to Reconsider, but doesn't believe she'll proceed any further. Her goal is to get documentation. P. Sanderson stated that it was a civil matter between owners, and she may have a good claim if there is disruption to the drainage patterns. She would need evidence of how it's being blocked and that the drainage is failing. He further suggested that D. Beck inform the Building Inspector of her concern with the swale. As part of the pre-construction and construction process, they want to make sure there is no disruption to the drainage pattern. This would be a normal part of building the road and other improvements.

The issue of tree cutting is also a civil matter. D. Beck stated that by State statute the homeowner at 19 Barrett Farm is required to pay five times the value of the trees that were cut on her property. She wanted to note for the record that there was disturbance of a no-cut buffer. P. Sanderson added there were two types of remedies: the timber trespass for D. Beck, and violation of the site plan for the Town.

- Reports for the Lovering Health Center and Hickory Lane were made available to the Board (copies on file). P. Sanderson stated that going forward with the building permit for the Lovering Health Center, the changes would be incorporated into the building plans if the owners agreed with the suggestions. If they disagreed, they would have to go back before the Planning Board. The report for Hickory Lane was submitted as part of the Conditions of Approval.

7. Adjournment

MOTION: *M. Sodini moved to adjourn at 8:02 p.m. Second – S. Gerrato; all in favor. MOTION CARRIED*

NEXT MEETING

Thursday, June 19, 2014 – 7:00 p.m., Town Hall Conference Room, Public Hearing

Respectfully Submitted – Charlotte Hussey, Secretary to the Boards

Approved: Thursday, June 19, 2014