



PLANNING BOARD
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MINUTES OF THE PLANNING BOARD

Thursday, September 02, 2021 – 6:30 p.m. – Town Hall Conference Room

Members Present: Stu Gerome, Steve Gerrato, John McDevitt, Steve Smith (Selectmen's Rep)

Members Absent: Bob Dion, Catie Medeiros, David Moore, Frank Catapano (Alternate)

Staff: Mark Fougere – Consultant

Co-Chair Gerrato opened the Planning Board public hearing at 6:30 p.m. A roll call was taken by S. Gerrato; he announced a quorum was present and the meeting was being recorded by audio.

Attendance of Planning Board members was taken by roll call: S. Gerome – present; J. McDevitt – present, S. Smith – present; S. Gerrato – present.

1. Capital Improvement Plan Update

CIP requests were received from the Town Administrator, Fire Department, Police Department, and the School. Board members received a copy of the Capital Reserve Funds. The School was not present and will be rescheduled to the next meeting. M. Fougere has asked the applicant for 529 Portsmouth Avenue to continue to the October public hearing. M. Fougere felt the applicant would not be ready for the September public hearing. 309 Portsmouth Avenue is expected to be at the public hearing on Thursday, September 16th.

Selectman Winsor suggested a joint meeting with the Board of Selectmen and the Planning Board to discuss the CIP, specifically a Town Complex that would include a Fire Station, Town Hall, and Police Department. Board of Selectman Chair S. Smith, TA Scruton, Chief Laurent, Chief Cresta, and Emergency Management Director Dennis Cote recently met regarding building needs. They discussed six possible options for consideration; a copy was given to Planning Board members for review and discussion. S. Smith reviewed the options with the Planning Board.

The existing Town Hall needs to be upgraded (example: air conditioning and heat). If the Town Hall/Fire Department expands out, the Highway Garage will move over to the Maintenance Building. One advantage to expanding the Town Hall/Fire Department is site costs. The Police Department is happy staying in their existing building. Salt storage can be moved to the gated area near Krasko Field. The existing structure can be moved; it is a tent with a steel frame.

The Board received a copy of the fire station plans that were done several years ago. The current cost is \$4.2 million. S. Smith stated the plans are for a station that is more than the Town currently needs. The Selectmen are projecting the needs of the Town over the next 10 years. S. Smith discussed the Fire Department needs for additional space and gear storage in an enclosed ventilated area (which they do not currently have). There is a washer and dryer stored in the Maintenance Building for cleaning gear

DRAFT: SUBJECT TO CHANGE

that cannot be installed because there is nowhere for the water to flow. A holding tank is currently being planned.

S. Gerrato questioned the roof pitch of the proposed fire station. S. Smith responded that the only change would be at the far end of the Town Hall: the proposed bays would require a 10 ft. separation between the two buildings due to the roof pitch and snow load conditions. S. Smith noted the proposed building would have three bays.

The debt report will need to be updated; the current report is from 2019. M. Fougere noted that the School bond will be done in 2024.

The Police Department has submitted CIP requests for body cameras and funding for a new roof. Funds are also included in a warrant article. Body cameras were also submitted as part of the Congressional spending program. The body cameras made it through the first round.

S. Smith explained that the Town's CIP includes facilities and road maintenance. Bayside Road will be done in two phases: Phase One is grinding and paving; Phase Two (2022) is repairing/replacing culverts. The State has ownership of one culvert (Foss Brook). Final paving and top coating will be done after the culvert work. Most work has been budgeted. There are two road maintenance CRF's, totaling approximately \$800,000. S. Smith noted that three additional roads have been added to this year's schedule to be topped: Meloon Road, Fairway Drive and Sanderson Road. Altus Engineering, as part of a road study, has recommended those roads be done right away.

The School was not present at this meeting and will be invited to attend the meeting on Thursday, September 16, 2021.

2. Village Zone Update

There was no update available. S. Smith would like to be notified of the next Village Zone meeting. There was a brief discussion about a roundabout at the Portsmouth Avenue/Post Road/Church Lane intersection. A similar project had been discussed several years ago that would eliminate Church Lane. S. Smith noted that DOT did not like the design because that plan would make a 'T' on the hill at the corner of Portsmouth Avenue and Post Road. J. McDevitt stated that a roundabout would slow traffic down.

3. Approval of Minutes

MOTION: S. Smith moved to approve the minutes of Thursday, August 19, 2021. Second – J. McDevitt; all in favor. MOTION CARRIED

4. Approval of Invoices

There were no invoices to approve.

5. Topics for the Public Hearing

A request for continuation of 529 Portsmouth Avenue is expected; an update of 309 Portsmouth Avenue (Mercedes dealership) should be the only project. The CIP will be added to the agenda for review of the School's submission.

DRAFT: SUBJECT TO CHANGE

Car storage areas vs. car display areas were discussed. S. Gerome questioned car storage vs. car display area. M. Fougere explained that car storage would be vehicles crammed tightly together and not available to the public; a car display area would allow the public to be able to look at the vehicles for sale. S. Gerome was not convinced it was an allowed use; it was storing vehicles, not just display on a separate lot with no building. M. Fougere stated it was an expansion of their display area. Responding to J. McDevitt, M. Fougere stated if a building was constructed on the lot and a dealership was go there, they would have to come back to the Planning Board. M. Fougere noted that the owner has no intention of putting a building on the lot; utilities were included on the proposed plan so the parking lot would not have to be dug up.

6. Other Business

Tower Place: Water testing was being done at Tower Place.

Van Etten Drive: He informed the Board that the recreation area on Van Etten Drive had been removed. The residents M. Fougere met with were not involved with the decision-making. No one knows what happened to the parts. S. Smith suggested that the recreation area, which is on the registered plan, be converted into a fenced dog park and playground with picnic tables. Members of the Board stated there needed to be consequences for the HOA's actions. A certified letter will be sent to the HOA. The HOA must respond within 30 days of receipt of the letter to reinstate. If not, it will go to the Board of Selectmen with a cease and desist.

445 Portsmouth Avenue: S. Gerome voiced concern about the building next the DD Cook's office. He noted there are serious violations on that property; it is getting progressively worse. The property needs to be void of any storage; it is a junk place and not allowed. The Building Inspector/Code Enforcement Officer will be notified.

Greenland United Methodist Church: The Greenland United Methodist Church, Dearborn Road, has contacted M. Fougere about building a parsonage on their property. The plan was originally approved in the mid to late 90's. It is an allowed, common accessory use for a church and will be a house. The consensus of the Board was that they should file a full application as a formality (design review with a septic plan); abutters should be notified. There is a restriction that no building can be done between Rt. 33 and the wetland.

563 Breakfast Hill Road: The property owner has land in both Greenland and Rye; the Rye parcel is being developed. Test pits will be scheduled on the Greenland parcel.

7. Adjournment

MOTION: J. McDevitt moved to adjourn at 7:33 p.m. Second – S. Smith; all in favor. MOTION CARRIED

NEXT MEETING

Thursday, September 16, 2021 – 6:30 p.m., Town Hall Conference Room

Submitted By: Charlotte Hussey, Administrative Assistant