

PLANNING BOARD MINUTES

July 13, 2005

ROLL CALL:

Nancy Prendergast, Chairman – Present
Ruth-Ellen Post, Secretary – Present
Phil LoChiatto, Regular Member – Present
Steven Griffis, Alternate – Present
Bruce Breton, Selectmen Member – Present

Ross McLeod, Vice Chairman – Present
Walter Kolodziej, Regular Member – Present
Pam Skinner, Regular Member – Present
Rick Okerman, Alternate – Present
Margaret Crisler, Selectmen Alternate – Present but
not seated

STAFF:

Al Turner, Director of Planning and Development – Present
Rebecca Way, Town Planner – Present

Ms. Prendergast opened the meeting at 7:30 pm.

MINUTES:

- Mr. LoChiatto motioned to approve the July 6 minutes. Mr. Kolodziej seconded. Passed 5-0-2. Mr. McLeod and Ms Skinner abstained.

BONDS:

- Cardiff Road Ext. Release \$27,000 and retain \$41,592. Mr. McLeod motioned to approve. Ms. Skinner seconded. Passed 6-0-1. Mr. Breton abstained;
- Ludlow Road. Release \$26,877.60 and retain \$22,680.60. Mr. McLeod motioned to approve. Mr. Kolodziej seconded. Passed 6-0-1. Mr. Breton abstained;
- Leeds Road. Release \$48,070 and retain \$26,280. Mr. McLeod motioned to approve. Mr. LoChiatto seconded. Passed 6-0-1. Mr. Breton abstained;
- Edinburgh Road. Release \$89,226 and retain \$52,710. Mr. McLeod motioned to approve. Ms. Skinner seconded. Passed 6-0-1. Mr. Breton abstained;
- Searles and Mockingbird Hill Road. Final release \$130,612. Mr. McLeod motioned to approve and to recommend to the Selectmen to schedule a hearing to accept as a town road. Ms. Skinner seconded. Passed 6-0-1. Mr. Breton abstained. Mr. Kolodziej motioned to reconsider the previous motion. Mr. McLeod seconded. Passed 6-0-1. Mr. Breton abstained. Mockingbird Hill Road. Final release \$130,612. Mr. McLeod motioned to approve and to recommend to the Selectmen to schedule a hearing to accept as a town road. Ms. Skinner seconded. Passed 6-0-1. Mr. Breton abstained;
- Netherwood Road. Final release \$14,600. Mr. McLeod motioned to approve and to recommend to the Selectmen to schedule a hearing to accept as a town road. Ms. Skinner seconded. Passed 6-0-1. Mr. Breton abstained;
- Governor Dinsmore Road. Final release \$6,504. Mr. McLeod motioned to approve. Mr. LoChiatto seconded. Passed 6-0-1. Mr. Breton abstained;
- Stoneywyke Road. Final release \$11,507. Mr. McLeod motioned to approve and to recommend to the Selectmen to schedule a hearing to accept as a town road. Ms. Skinner seconded. Passed 6-0-1. Mr. Breton abstained;

CORRESPONDENCE:

- Request for a building permit on a private road: 63 Goodhue Road. Mr. Kolodziej motioned to recommend to the Selectmen the approval of request for a building permit on this lot (on a Class VI road). Mr. McLeod seconded. Passed 6-0-1. Mr. Breton abstained;
- Lot merger for 31 Armstrong Road. Mr. McLeod motioned to approve the voluntary lot merger of lots 17-M-15, 18 and 18A with final lot designation to be determined by the Assessor. Mr. Breton seconded. Passed 7-0;
- Letter from Benchmark Engineering regarding Harvest Road connection to Armstrong Road (Lakeview Farms Elderly Housing). Applicant needs to get citizens' petition to have their request put on the Board's agenda for a workshop discussion this fall;
- Letter from Benchmark Engineering regarding rezoning of lots 3-B-600 and 3-B-601 from

“neighborhood business” to “rural.” Board consensus was to refer this to first public discussion on rezoning, when that is scheduled;

- Letter from Mr. Chris Doyle seeking appointment as Planning Board Alternate. Discussion: chairs Zoning Board of Appeals, possible conflict-of-interest, prior Planning Board experience, trial coming up in October and outcome unknown. Board consensus was to invite Mr. Doyle to speak to the Board about such issues on July 20 at 7:30 pm;
- Sign permit application from Raphael DeLacruz and Mike Crand of Next Level Auto at 5 Rockingham Road, lot 13-A-3. Mr. Breton motioned to approve the sign graphics and design. Mr. McLeod seconded. Passed 7-0;
- Letter from the DOT regarding bicycle /pedestrian connection to rail-trail on North Lowell Road, agreeing that such a connection would be beneficial;
- Letter from Carol Murray regarding bike/pedestrian connection;
- Letter from the DES regarding drinking water assessment reports, available to the Board;
- Abutter notification by Town of Derry regarding their site review of Parcel ID 315.5, Corporate Park Drive, off Ash Street Extension, proposed condominium industrial building. Hearing in Derry on July 20 at 7:00 pm;
- Memo from Southern New Hampshire Planning Commission regarding the Spruce Pond Open Space Subdivision (gated road between Windham and Derry), responding to our notification of regional impact and requesting copy of traffic study. They will discuss this application with both Windham and Derry, and with the applicant.

OLD/NEW BUSINESS:

- Final copies of the Master Plan have been delivered. The Board will consider the most appropriate approach for the Executive Summary both in terms of format (poster, foldout, or reproducible flyers, etc) and content. Staff will provide sample Executive Summaries for the Board’s review.
- Discussion of Board meeting procedures, especially regarding the role of Alternate Members: voice their views during board discussion or public discussion; seated in audience or at separate table; perhaps limiting number of comments rather than number of people; avoiding public confusion and misperception; no clear rule on the subject. Board consensus was that Board discussion would take place in two parts: Regular members first, then Alternates who are not seated or voting. Alternates might sit at a separate table to avoid being taken for ordinary members of the public and so they can unfold and view plans clearly.

Mr. Griffiths replaced Mr. Kolodziej on the Board at 9:20 pm.

LIAISON REPORTS

- Board of Selectmen is scheduling a joint meeting with Pennichuck Water Works, Salem Board of Selectmen, Windham Conservation Commission, Windham Planning Board, and Canobie Protection Association for general discussion regarding the well permit for West Shore Road area;
- Background checks are being done for Recreation Director candidates;
- Conservation Commission plans to join our upcoming site walk;
- Board of Selectmen, Trails, and HDC are seeking a grant to revitalize the Depot area.

WORKSHOP DISCUSSION:

Lot Mergers

Confidential correspondence from Attorney Campbell was reviewed, including relevant state statutes. A proposed lot line regulation (mainly allowing routine and uncomplicated mergers to be delegated to Staff for disposition) was reviewed and some changes were suggested. Public comment from Steve Christenson of Hardwood Road, asking if zoning ambiguities could be created by such mergers; no, that would not happen. Staff will incorporate the suggested changes for review by legal counsel and provide a revised regulation proposal for the Board’s review at a later time. If adopted as part of our subdivision regulations, no warrant article or town vote would be required.

Village Center District

Staff provided a list of key issues for the Board to consider regarding such factors as access points,

degree and location of mixed uses, Route 111 traffic, open space or green area, and other factors. Information regarding similar districts in other locations was provided. Board members are encouraged to visit some nearby village center districts in such towns as Rochester, Amherst, Hollis, Portsmouth, and Mashpee Commons on the Cape. Mr. Christenson had additional questions. Discussion regarding difficulty of planning with multiple parcels and multiple builders. Next workshop on this topic: July 27, 2005.

Mr. McLeod motioned to adjourn. Mr. LoChiatto seconded. Passed 7-0. Meeting adjourned at 10:35 pm.

Respectfully submitted,
Ruth-Ellen Post
Planning Board Secretary