

MINUTES
PLANNING BOARD
January 18, 2023
In-person/Zoom

Present: Deirdre Daley (Chair) - in person, Josh Muhonen (Vice Chair) - in person, Shawn Talbot (Ex-Officio) - in person, Craig Smeeth- in person, Tim Somero –in person, Lou Guarino- in person, Jennifer Minckler-in person.

Citizens in attendance: Ed Rogers –in person, Joe Edwards-in person, Gary Busler –in person,

Roll Call attendance taken by Chair Deirdre.

Selectmen/Chair/Land Use Report: Selectman Talbot reported that last night, the Board of Selectman held a public meeting for the proposed 2023 budget. The deliberative session is being held at the Mascenic auditorium on February 7, 2023 at 7:00PM, Voting will be held at Mascenic High school gymnasium on March 14, 2023 from 7AM-7PM. The renovations for the Police department are moving along and hopefully completed within the next month.

Selectman Talbot mentioned that the select cut in the area of the landfill is being considered. Selectman Talbot has spoken with the representative, Dan Reed, from the forestry division and also Phil Thayer as a local contact, Bob Boynton of the Conservation Commission, as well as the tree warden Becky Doyle. The landfill has about \$10,000.00 of standing timber on the left side and if those trees and undergrowth are cut, that will allow for new trees will grow. Other town properties would be looked at to allow the town to be able to be on a harvest cycle which would help in managing the forests and provide some revenue for the town.

Craig Smeeth asked if the school budget was mentioned and Selectman Talbot confirmed it was discussed but is not part of the town budget. The Town simply collects the money for the school. Selectman Talbot states when he discusses the budget, it is only the municipal rate as that is what the town controls. The December tax bill reflects \$4.03 per \$1000.00 which is the portion for the town, the remaining amount is the county and the school. The amount of \$4.03 was voted on last March and the estimated revenues for next year. When taxes are collected it is always a year behind. A policy was created to plan for no more than 10% of the budget in the undesignated fund balance. This year we had to spend \$200,000 for a PFAS issue - the town will be getting that money back from the state through a grant, but it is an example of how the undesignated fund balance is a buffer to unanticipated but necessary costs. Approval is required from the state for those expenditures. Selectman Talbot advised anything above the undesignated fund is used to offset taxes. This year, \$350,000.00 was returned to tax payers to offset the taxes. It is his hope that future Board Members will continue to utilize this approach of returning the unused tax dollars.

Land Use Clerk reported that the School Budget Deliberative is being held February 8, 2023 at 6:00PM

Chair Deirdre asked from the last meeting that February 22 meeting be cancelled as she will not be available and we may struggle to have a quorum on some of the upcoming applications. The Conservation Commission will hold their meeting downstairs and the Planning Board will meet in the Selectman's Board Room on February 8, 2023. Chair Deidre made a motion to hold the meeting for February 8, 2023. Since the Planning Board will only have one meeting in February and we would continue to have a conflict on meeting room space with the Conservation Commission, Deirdre made a motion to return to meetings on March 1, 2023 and March 15, 2023. Josh seconded the motion. Roll call vote. Motion carries.

Minutes of December 7, 2022: Motion to accept the minutes made by Josh. Motion seconded by Tim. Roll Call vote. All were in favor. Motion Carries.

7:30 Public Hearing –Site Plan Review for Accura Construction, Map 11 Lot 6-4 & 6-5, 670 Turnpike Road -
Chair Deirdre advised that this hearing is to be continued to a date certain to February 8, 2023 at 6:00pm. Chair Deidre recommended moving the hearing to 2/8/2023 and if the applicant does not agree to 2/8/2023, it could

be re-noticed for 3/1/2023. If the applicant does not want 2/8/2023 then the Planning Board meeting will begin at 7:00pm as normally scheduled.

Old/New Business: Ed Rogers presented for the site plan review revised plans of Joseph P. Edwards Map 16A Lot 19. Peterson Way. Ed advised that on 1/4/2023, the ZBA approved the special exception with one condition which was that hazardous materials be handled using best management practices and Ed stated that he did advise the ZBA that no hazardous materials will be used. Ed provided the Planning Board with revised plans reflecting Note 10 which describes the use of the business and the handling of hazardous materials. Notes 12 and 13 were added. Note 12 states the existing well head shall be protected by vehicle barriers, bollards, large boulders or other objects capable of preventing damage by plows or other vehicles. Note 13 references the ZBA acceptance. Note 6 was edited to add "The areas noted as Butternut Hill road right-of-way in New Ipswich are intended to replace the existing Peterson Road right-of-way in the event that the road were to be upgraded." Ed Rogers also advised that the ZBA also asked that the dumpster pad be moved and is reflected on the revised plans. Note 11 references sign location. Chair Deirdre is to complete the decision letter for this site plan. The Land Use Clerk asked how the Planning Board is going to enforce the well head protection. Chair Deirdre asked that it be noted in the minutes that they have 120 days to rectify that and if an extension is needed, to contact Jen. Mr. Edwards will place big boulders around it. Mr. Edwards also stressed his concern of the DPW plowing snow and the salt getting to the well. Shawn is to reach out to the DPW as this is a class VI road not a class V. Mr. Edwards has advised he does not have an issue with plowing the road himself.

Chair Deirdre mentioned that she has reached out to Nate Sikkila to see if would be interested in being an alternate on the Planning Board since he has experience on the Board and we may have some new members. Chair Deirdre questioned legal counsel if allowed due to spouse being on the ZBA. NHMA Legal Counsel advised it is not a conflict.

Chair Deirdre mentioned completion of a Town report that she sent to some of the Planning Board to review prior to submission.

Chair Deirdre motioned to accept the gravel pit report of 2022. Tim seconded. Roll call vote. Motion carries. Chair Deirdre also mentioned referring the "junk like" atmosphere to the Board of Selectmen. Tim motioned to refer the issue of junk like conditions of the Tuttle gravel pit on Ashby Road to the Board of Selectmen. Co-Chair Josh Muhonen seconded. Roll call vote. Motion carries. A letter is to be sent to the Board of Selectmen regarding this request. The Land Use Clerk is to send out letters to applicable gravel pit owners from the report and will file the report.

There was discussion on the gravel pits particularly Brook Haven Farm LLC. The Planning Board needed to see the site for inspection of the check dam and if it is still holding. The Planning Board was advised by Fieldstone that the Planning Board is not welcome onsite. There was an agreement between the owner and Planning Board to come onsite when the gravel pit was inspected over the summer. Lou questioned if the RSA requirements for a gravel pit are not being met. He also stated the gravel pit plans were supposed to be submitted by Fieldstone and have not been provided. Deirdre noted an amended gravel pit plan was courtesy copied to the board in the past few weeks and we may need to clarify the status. The state considers the subdivision and gravel pit to be one as they are contiguous for the Alteration of Terrain permit. Fieldstone is the engineer for both properties – with a letter noting they are the agent. The Planning Board was also notified that Dave Keureulinan was the pit operator, which could add to the confusion regarding gravel pit inspections. Chair Deirdre will send an email to Chad of Fieldstone, following review of the Board members and Land Use Clerk

Brook Haven Cluster Development Conceptual Follow Up-Chair Deirdre found that the Town of New Ipswich does not have a design review process as requested by Fieldstone for Brook Haven Farm, LLC during conceptual consultation. The design review was repealed. Both the purpose and history of the conceptual review process and the design process were discussed.

Silver Scones application has been submitted to the Planning Board and has gone to the Engineer for review. Bert Hamill, the Planning Board Engineer requested the Chair ask if there were any concerns about his involvement in reviewing this application since he does personally know the applicant. The Planning Board found no reason for him not to move forward reviewing this application.

The site visit of Silver Scones was discussed and determined that it will be, if authorized by Jane Elwell on February 6, 2023 at 4:30pm at 99 River Road. The Land Use Clerk will contact Jane Elwell to confirm.

Chair Deidre, will be working with Meredith, the Fire Chief, Jim Feldhusen, the Building Inspector and Bert possibly on 1/26/2023 to define roles and who is responsible for what inspections in the future, which may include the role of the Road Agent. Selectman Talbot advised that the Building inspector is a stipend role and the Road Agent is a full time employee. Also, to be discussed is who would be able to back up various code enforcement individuals during absences. Lou would like to join this meeting by Zoom. Chair Deidre will send an email of when the meeting date will be. Lou will research roads and paving based on speed, number of cars traveling the road, soil, heaviness etc.

Chair Deidre mentioned how to handle the topics covered in the Saturday morning "Get to Know the Planning Board". She asked Lou, Shawn and Bert to conduct a plan review for 30 minutes. The master plan will be reviewed by Josh and Tim. Chair Deidre and Craig will discuss regulations and the process of changing, using the 2019 HOA amendment to the subdivision regs to illustrate the process.

Previously recorded minutes will be deleted as minutes are completed due to storage issue on Zoom.

Motion to adjourn by Josh. Seconded by Tim. Motion carries.

Meeting Adjourn at 9:17PM

Respectfully submitted,
Jennifer Minckler
Land Use Administrator