

MINUTES  
PLANNING BOARD  
September 16, 2020  
Via Zoom

Present: John Schaumloffel-Chair, Deirdre Daley-Vice Chair, Liz Freeman, Lou Alvarez, Nate Sikkila, Craig Smeeth and Debbie Deaton.

John read the "Right to Know Law Meeting Checklist" and took roll call attendance.

**Minutes:**

Liz made a motion to accept the minutes as written. Lou A. seconded the motion. All verbal votes were Aye.

**Selectmen/Chair/Land Use Report:**

John reminded the Board there is a Site Plan Review on September 30<sup>th</sup> and also the final work session for the Driveway Regulations. He also mentioned there will be a 3 lot subdivision on October 7<sup>th</sup>. Dee was concerned about having a quorum on the 7<sup>th</sup>. Debbie said Ed Rogers has been informed there is a possibility there may not be a quorum.

Debbie said there will also be two 2 lot subdivisions on October 21<sup>st</sup>. There will also be a 5 lot subdivision and a couple of lot line adjustments before the end of the year.

Debbie informed the Board she had received an invoice from Kent Brown to review the As-Builts for Green Farm & Jacqueline Drive at the request of the Selectmen. John recused himself and Deirdre took control of the meeting. Deirdre said to forward the invoice to Mr. Litchfield as we normally would. Deirdre handed the meeting back to John.

**Green Farm/Jacqueline Drive Update:**

Debbie was asked to get the results of Warrant Article #16 referring to the acceptance of Jacqueline Drive and the remainder of Green Farm Road. The article passed with 571 voting yes and 392 voting no. Sam Benedict, 53 Jacqueline Drive, also attended the meeting via Zoom.

**7:45 Public Hearing-6 Lot Subdivision, Eric & Marcella Stevens, Boynton Hill Road, Map 10/3:**

In attendance via Zoom for the Public Hearing were Abutters Frank Smith and Mike Maki, Eric & Marcella Stevens and Chris Guida, Fieldstone Land Consultants.

John opened the Public Hearing and asked Chris to give a brief synopsis of the project. Chris stated this is a 6 lot subdivision on Boynton Hill Road with no new roads and all lots meet the Subdivision requirements. The proposed driveways have been staked and Mr. Goewey has looked at them and deemed them safe. There are no wetlands crossings or additional permits needed. Chris spoke to Mr. Smith (abutter to the rear) regarding a non-recorded easement plan which was reviewed by Fieldstone. It does not encumber the existing drawings but will be shown on the final plat. There is a PSNH power line easement which is shown on the plan.

Deirdre mentioned in Kent Brown's review, he had mentioned there were no utility poles shown on plan. Chris said there are no utility poles across the frontage of the property so there would have to be additional poles run for the new lots. Fieldstone has sent a letter as required to Eversource but hasn't heard back yet. He doesn't anticipate any issues.

John shared the application on his screen. John said he noticed there were no Engineer or Wetland Scientist stamps on the plan which will be required on the final plan. Lou stated there is a Soil Condition

on lot 10/3-3 that is not in the legend. Chris said he would add it. John also noted the delineated wetlands don't have the typical symbol on the plan or in the legend. Chris will fix this on the final plan.

Deirdre asked about the walking trails on the plan. Chris replied there are no easements for the trails.

Chris said Fieldstone is waiting for the State Subdivision Approval.

Deirdre made a motion to accept the application as complete. Nate seconded the motion and the verbal vote was unanimous.

The Board moved on to the Compliance portion of the Public Hearing. Liz said she has some concerns regarding Boynton Hill Road being wide enough to upgrade in the future. Chris replied the Town owns up to the boundaries for the lots which are behind the stone walls so it shouldn't be an issue. She is also concerned about the amount of traffic this would add to the road being that it is sub-standard in some spots and if it would present any safety issues for the travelling public or property owners.

Mike Maki (abutter) stated there is a lot of traffic from the Temple side of Boynton Hill Road and also the low portion of the road is mud in the spring. Deirdre asked Debbie to convey the Board's concerns to the DPW Director and ask if he thinks the Town Engineer or some other professional should take a look at the road for safety issues.

Deirdre said she thinks if the subdivisions are going to continue on this road, the stone walls should be moved and the brush cleared for the future in order to widen the road. Craig mentioned when this road was laid out, it was not designed for today's vehicles and the stone walls are part of the beauty of the area. Nate asked if these were 6 existing lots owned by 6 different individuals, would we be asking the property owners to upgrade the road? He said that doesn't seem fair. Liz said it could be just 20 feet of the road need to be widened but she feels a professional would need to determine that and we would need to have someone take a look at it who knows what the impact would be.

Deirdre said on lots 5 & 6, the building boxes seem to be on top of steep slopes and lot 3 looks like the septic goes under the PSNH easement. Deirdre also questioned the location of the driveways and if they need permission in order to change the location. Chris said the requirements of the building boxes and septic areas are really large compared to what they would actually be when they are built. They are shown this size to comply with the Subdivision requirements of the Town and allows for a margin of error and the ability to move them. He continued by saying the road agent will have to approve individual driveways in order to get a permit.

Deirdre stated she would like to see the deeds have full text language that describes each easement. Chris said it's not a bad idea but there are a lot of variables when it comes to writing the deed. He also stated the plan would be referenced which shows the recorded easements. John said he isn't sure the Planning Board can require that. Debbie said the easements could be referenced by stating the recorded book and page of each easement in the deed.

John mentioned in lot 10/3-3, the driveway goes through the easement. Chris replied there is a log landing there and good site distance which is why that location was chosen.

Liz said she would be inclined to continue the Public Hearing to a date certain in order to ask Peter Goewey or Kent if they evaluate the road to handle the additional traffic causing an impact on the road. John made a motion to continue the Public Hearing to November 4, 2020 at 7:45 in order to ask Peter to provide the Board and the applicant with his professional opinion on the condition of the road and what work might need to be done to improve the road to handle the additional traffic and if necessary, consult with Kent or another professional. Liz seconded the motion. Nate abstained and the remaining votes were aye.

John asked Debbie to list the conditions up to this point which are:

- 1) Engineer's Stamp
- 2) Wetland Scientist Stamp
- 3) State Subdivision Approval
- 4) Letter from Utilities

- 5) Note about Underground Utilities
- 6) Foster (Enmery) non recorded Easement
- 7) Add soil condition from lot 10/3-3 to soil condition legend
- 8) Payment of fees
- 9) Receipt of mylar

Debbie will email this list to Chris for his reference.

**Other Business/Priority List:**

John shared the priority list on his screen which are:

- 1) By-Laws
- 2) Driveway Regulations
- 3) Underground Utilities
- 4) Commercial District
- 5) Stormwater Management

John asked Debbie to post the By-Laws on the website.

Deirdre said the Board should invite the Board of Selectmen to a meeting to help inform the Planning Board on how to proceed with a Commercial District. Lou stated the Master Plan should have something in it regarding a Commercial District. The conversation will continue after the Underground Utilities topic is finished.

Liz made a motion to adjourn at 9:05. Craig seconded the motion and it verbally passed with one abstention (John).

Respectfully submitted,

Debbie Deaton  
Land Use Administrator

## Town of New Ipswich Right-to-Know Law Meeting Checklist

As Chair of the New Ipswich Planning Board, due to the COVID-19/Coronavirus crisis and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04, this Board is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to the meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, this is to confirm that we are:

- a) Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means;*

We are utilizing the Zoom platform for this electronic meeting. All members of the Board have the ability to communicate contemporaneously during this meeting through the Zoom platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone # **1 646 558 8656** and **Meeting ID 879 2244 5657** or by clicking on the following website address: <https://zoom.us/j/87922445657>

- b) Providing public notice of the necessary information for accessing the meeting;*

We previously gave notice to the public of how to access the meeting using Zoom, and instructions are provided on the Town of New Ipswich website at [www.townofnewipswich.org](http://www.townofnewipswich.org)

- c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access;*

If anybody has a problem, please call 617-510-3551 or email at: [landuse@townofnewipswich.org](mailto:landuse@townofnewipswich.org).

Please be aware that for the purposes of transcription this meeting is being recorded (both video and audio via Zoom, and audio via a digital voice recorder).

For the benefit of phone only users, and RSA compliance, we will attempt to disable the Chat function in Zoom. Regardless, please do not use the Chat function in Zoom during the meeting.

In Zoom, if one wants to make a statement, they can raise their hand (electronically). The Vice Chair will now demonstrate how to raise their hand.

- d) Adjourning the meeting if the public is unable to access the meeting.*

In the event the **general** public is unable to access the meeting, we will adjourn the meeting and have it rescheduled at that time.

Please note that all votes that are taken during this meeting shall be done by Roll Call vote. Let's start the meeting by taking a Roll Call attendance. When each member states their presence, also please state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.