

MINUTES
PLANNING BOARD
October 7, 2020
Via Zoom

Present: Liz Freeman (Acting Chair), Lou Alvarez, Nate Sikkila, Susan Mallett, Craig Smeeth, Lou Guarino and Debbie Deaton.

The Board voted unanimously to have Liz chair the meeting in the absence of the Chair and Vice Chair. Liz accepted the role of chair and read the "Right to Know Law Meeting Checklist" and took roll call attendance.

Liz asked Lou G to stand in for John Schaumloffel and Craig to stand in for Deirdre Daley. Sam Benedict, 53 Jacqueline Drive, was in attendance via Zoom.

Minutes from September 30, 2020:

Liz stated there is no "Site Plan Review Checklist" and asked Debbie to change the two locations this is cited to Site Plan Review General Standards and Requirements.

Susan made a motion to approve the minutes as amended. Craig seconded the motion and the roll call vote was unanimous.

Selectmen/Chair/Land Use Report:

Debbie told the Board there is a property merger for Ron Stanley that will be on the October 21st Agenda. She also informed the Board the Driveway Regulations have been returned from Town Counsel with very few recommended changes/comments. There is a virtual workshop for Planning Board members on October 31st put on by NHMA. Lou A and Susan would like to attend.

7:45 Public Hearing-SJL Holdings, 3 Lot Subdivision-Map 13/81, Ashby Road:

Ed Rogers, Kenny Lehtonen and Sandra Lehtonen were present via Zoom. Liz asked Ed to give an overview of the project. Ed stated the proposed subdivision is for 3 lots at 544 Ashby Road. The existing house was built in the 1950's. The area is 6 ½ acres with 750 feet of frontage. He asked for 2 waivers-#52 regarding a drainage plan. He stated the property slopes away from the road and no changes would be required. The second waiver is #60 referring to letters from utility companies. The property is on Ashby Road and the utilities already exist. Liz asked for a letter from the cable company (#60b) as a condition of approval because the waiver wasn't specifically requested.

Nate made a motion to grant the waivers as requested. Craig seconded the motion and the verbal vote passed unanimously.

Kent Brown's (Engineer) review of the subdivision was reviewed. Lou A made a motion to accept the application as complete. Susan seconded the motion. The motion passed verbally with 5 Aye's and 1 abstention.

The next step was to review the application for compliance. Liz mentioned Town records show the lot as 4 acres. Ed did the survey and reviewed deeds finding the lot is actually 6 ½ acres. Liz asked if the existing dwelling has a septic system. Ed answered it does but the State doesn't have a record of it. The test pit shown on the plan was shown in case the existing system fails, there is another location for a new septic system.

Ed mentioned the Wetlands have been delineated by Susan Monahan, Wetlands Scientist. He also told the Board all slopes on the property are less than 15%.

Craig asked if the existing house will be demolished or remain. Kenny Lehtonen replied it will be renovated.

Lou Guarino asked if the 75' well circle is allowed to extend into the road. Ed responded it can. It can also extend 10' into a neighbor's property because a septic system can't be built within 10' of a boundary line. The circle is shown to prove the well and septic system won't be near each other (contamination). Lou also asked if the new wells would be grouted. Kenny replied it is standard operating procedure for a drilled well so they would be grouted.

Liz made mention of the fact Kent Brown recommended approving the subdivision. Nate made a motion to approve the subdivision with the following conditions:

1. Receipt of a letter from the cable provider
2. Receipt of a letter from Peter Goewey stating there is sufficient site distance and safety to locate the driveways
3. Setting of monuments
4. Payment of fees
5. Receipt of Mylar

Susan seconded the motion and the verbal vote was unanimous. Debbie will send a Decision letter and invoice to Ed.

Underground Utilities:

Liz said we should look up the verbiage in the Subdivision Regulations to see the exact wording and make changes if needed regarding a waiver if the cost for underground would create a hardship. Craig stated he had done a lot of research on the topic and added he has a lot of balls in the air right now so if the Board will give him some flexibility, he can do further research. Debbie mentioned we need to decide at which point the underground utilities need to begin. Craig said Eversource will do poles up to 150' feet. Lou G stated Eversource has a booklet regarding trenches and how far away other utilities must be from the electrical wires. Liz said we should discuss this at the next meeting.

At 8:35, Susan made a motion to adjourn. Craig seconded the motion and it passed unanimously.

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 858 4500 2018** or by clicking on the following website address: <https://us02web.zoom.us/j/85845002018>

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

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.

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.