

MINUTES
PLANNING BOARD
April 20, 2022
Via Zoom and in-person

Present: Deirdre Daley(Chair) -in person, Josh Muhonen(Vice-Chair)- in person, Shawn Talbot(Ex-Officio)-in person, Craig Smeeth- in person, Ray Somero-in person, Lou Guarino- in person, Nate Sikkila- via Zoom, Liz Freeman-via Zoom, Jennifer Minckler- in person. Sam Benedict in the audience in person. Jed Paquin in the audience in person. Deirdre Daley took roll call attendance.

Selectmen/Chair/Land Use Report: Selectman Shawn Talbot reported that the board of selectmen began approving allocating ARPA funds and last week, the rework of the Master Plan has been approve for the Planning board. There were also allocations provided last night for the Police Department, Moderator, DPW and Parks & Rec. Some money will be allocated for the salt shed to be converted to a Community Center. It is the hope that the Center will be self-sufficient after the renovation.

Land Use Clerk reported that CAI is going to be correcting software to replace the current property summary reflected on the website to what the actual property card reflects. The Land use Clerk also advised the Board that she obtained a quote for all the Planning Board records be put into PDF format. This topic will be discussed as a recommendation at the next meeting.

The Chair, Deirdre Daley mentioned registration of the Planning conference closes Friday. The Master Plan Consultant called Deidre back and she will be in touch with her for estimates and timelines. Selectmen have requested revising the CIP plan. The Planning Board is to collect information from each department, create a new document and make recommendations to allow the Selectmen to prioritize. Chair Deirdre advised that Lou Alvarez has been a Commissioner for SWRPC as well as James Coffey. Lou suggests someone taking over the role from him as he is no longer with the Planning Board. Craig Smeeth needs to know what time is required to fill that role in order to decide, and additional details will be requested from Lou. Craig will provide an update on Broadband at the May 4, 2022 meeting.

Minutes of March 13, 2022: The minutes were reviewed and amended to include a period between sentences. Motion to accept the minutes as amended by Josh Muhonen, seconded by Craig Smeeth. Motion carries.

Minutes of April 6, 2022: The minutes were reviewed and amended to include continued work session to be held on May 4, 2022 at 6:00PM. Motion to accept the minutes as amended by Craig Smeeth, seconded by Josh Muhonen. Motion carries.

7:45 Public Hearing- Dean and Martha Bertram, 18 Poor Farm road- 2 lot Subdivision Map 8 Lot 15B- Continuation from December 1, 2021 January 19, 2022, February 16, 2022 which were cancelled. Original hearing was September 15 2021- Jed Paquin informed the Planning Board that the applicant is still waiting for the wetland permit. The state subdivision approval is pending the wetland crossing approval. The Zoning Board of Appeals granted a variance for the crossing and the driveway plans have been submitted. Peter Goewey, road agent has also confirmed there are to be no issues for the driveway per letter sent 8/17/2021. The Planning Board reviewed and discussed the driveway plan. Jed confirmed that there is an existing access. The access is actually crossing the wetlands. Chair Deidre Daley reviewed what had occurred at the prior hearing and what was needed to proceed which was that the Planning Board had voted on the application being complete and that we are now reviewing the plans. There was mention of the culverts and the decision to make one bigger and removing another one. The Board had asked that the steep slopes and wetlands be shown on the plan, which they are. The Planning Board had also asked about drainage. Lou Guarino reviewed the plan named supplemental plan 2021-08-18 for 2 lot subdivision. Lou questioned the leach field being up

gradient to the house. Jed confirmed the building envelope is generally positioned so it doesn't go into the wetlands and may be positioned differently. There is a 50 foot setback from the wetlands to the envelope which is the steep slope. Lou then questioned the size of culverts for the wetland crossings. Jed advised they are to be 15 inches. Lou believes 15 inch culvert is not sufficient for the wetlands. Jed advised he is not an engineer and not able to speak to the engineering questions. Jed feels whatever the zoning regulations state is what the culverts should be. Conversation continued on the topic of culverts and size needed. Jed confirmed two 6- inch culverts are to be removed and one replaced with a 15 inch culvert. Liz questioned if Kent Brown has reviewed the plan and if not, he should. Deidre is also concerned by the effects of tree removal on drainage. Discussion continued on the concern of the steep slopes and erosion. Ex-Officio Shawn Talbot posed the question that if this plan meets the regulations as written today shouldn't that be what we are considering. Regarding the wetlands, the State is looking at this as well. Shawn feels that if we do not specify culvert size in the regulations, we cannot impose an additional burden. Erosion and drainage are the main concerns, per Liz. Deidre suggested getting the plans to Kent to review. Jed is still waiting to hear from the State. Lou Guarino advised that the driveway regulations state a driveway is a structure and must be 20 feet from the property line and when he sees the asphalt driveway on the existing property and proposal is to divide the property, he believes the line is less than 20 feet.

Jed advised it was initially one property divided into two then merged and that is why the rebar is reflected on the plan. Lou proposed that Jed move the lot line to the North a bit. Jed cannot do that for he would need a variance because it would not meet the 200 feet frontage requirement. Liz asked what the setback is and Jed advised 10 feet as it exists. Lou confirmed the setback requirement is 20 feet. The Planning Board determined that a variance for frontage or setback will be required. Jed will present to his client to determine what is to be done. Kent is to be sent the driveway plan to review. The hearing is continued to a date certain June 15, 2022.

Old/New Business: Discussion regarding the interconnection of the Master plan, CIP and the Commercial District. Josh Muhonen discussed the Commercial District and distributed a document of the purpose and what is allowed within each district of Town. The document also provided a link with information about spot zoning. Josh will reach out to the ZBA to see how many applications for businesses are submitted, what the percentage is that are denied due to abutters and what the process is. There was much discussion regarding the possibility of potentially converting town owned land next to the recycling center into a Commercial/Light industrial district. Deidre and Shawn are meeting with Lauren Somero to assist with facilitating discussions to bring to the public regarding the needs of the community where this may get further discussion.

Adjourn at 9:24pm

Respectfully submitted,
Jennifer Minckler
Land Use Administrator