

MINUTES
PLANNING BOARD
February 3, 2021
Via Zoom

Present: John Schaumloffel (Chair), Deirdre Daley (Vice Chair), Shawn Talbot (Ex-Officio), Liz Freeman, Lou Alvarez, Nate Sikkila, Susan Mallett, Lou Guarino, Craig Smeeth, Jennifer Minckler and Debbie Deaton.

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

Minutes from January 20, 2021:

Several minimal amendments were made to the minutes. Deidre made a motion to accept the minutes as written. Susan seconded the motion and it passed unanimously.

The Board determined that the 2018/2019 work on Jacqueline and Green Farm Rd. was substantial progress on the subdivision, so a subdivision review is not necessary. This will be an addendum to the 1/20/21 minutes

Selectmen/Chair/Land Use Report:

- Shawn informed the Board that the Deliberative Session was postponed to Friday, February 5, 2021 at 7:00PM to be held at Mascenic High School.
- John asked what the status of the cell tower is. Shawn confirmed that the lease agreement has been with the Attorney for their approval for approximately six weeks.
- John reported that there are two open seats on the Board for the upcoming Election and there are four residents who have filed for the two open seats and encouraged everyone to go out to vote.
- John mentioned the Town has hired someone to help train both the Land Administrator and Land Use Clerk. John advised regarding Planning Board, he knows Debbie is still contributing and believes that it is important and necessary for Debbie to continue and she should request to be paid by the Town for that, as it is not part of her Town Clerk duties. John said if that does not happen, she will invoice the Planning Board to get paid. The Board was in agreement that during this extraordinary busy time Debbie's assistance is needed to bring the Current Land Use Clerk up to speed.
- Deirdre informed the Board that the Gravel Pit reports are done and there are no major issues. There appears to be steep slopes that are vertical in some of the locations. There is nothing causing runoff to water supply. Although mitigation has been recommended in a few areas. Motion to accept the Gravel Pit Report as submitted. Motion by Liz and 2nd by Deirdre to accept. Motion carries. Jen is to send out Gravel Pit letters.
- Public Hearing on Driveway Regulations has been continued to February 17, 2021. The meeting was posted and advertised in the Ledger. The same guidelines will be followed as in the last meeting. Draft regulations are available on the Website
- The Road Committee is now an official committee with a three year term.

7:30pm Continuation of Public Hearing for Somero/Krook Lot Line Adjustment, Map 7/51B

- Susan Mallett recused herself and Craig Smeeth stood in
- Jed submitted the revised Lot Line Adjustment plan. The only revision is note 6 that shows there is a supplemental plan. Under the Supplemental plan the information provided from prior meeting. John asked to go back to previous plan with Note 6 which states “see Supplemental plan dated 1/1/2020.” Jed confirmed correct date is 1/1/2021 and sent plans today with his stamp on it. Deidre asked if both plans were to be recorded. Jed replied the Supplemental Plan will not be recorded. The note will refer to the Supplemental Plan which will remain in the file. Wetlands will not be on recorded plan because it is difficult to read.
- John made a motion to accept the application as being in compliance and approved with the following conditions:
 - Payment of fees
 - Mylar being delivered to Town Hall for signature
 - Wetland scientist stamp on Supplement

Liz seconded the motion. Roll call vote was unanimous and approved.

Valley Road Subdivision Discussion:

- John asked if anyone in the audience is involved with Valley Road. No one responded. John has been in touch with Lars Somero about the Valley Road Subdivision. Mr. Somero and residents would like the Town to accept the Road. John asked Kent Brown to get in touch with Mr. Somero and Peter Goewey to inspect road and to develop a punch list for the Planning Board. There were questions regarding the viability of the Fire Cisterna and As-Built drawings. Ed Rogers was the surveyor of the project. Kent Brown, as Town Representative is to go onsite to find what needs to be done before we can say road is complete based on Town specifications and Subdivision Regulations.
- Residents have submitted a Petition Warrant Article.

Kennybeck Subdivision Discussion:

In attendance via Zoom were several residents in the community:

Tom and Deborah Rizzo

Stefanie and Russell Falzone

Sam Benedict

Fred Webber

Jed Paquin

Gretchen Walker

Alex Scribner

Andy Krook

- Andy Krook has purchased the Kennybeck /Craven building lots of the Green Farm/Jacqueline Drive Cluster Subdivision that was approved by the Planning Board in 2006. This is the last phase and is at end of Kennybeck Court. It is an extension of the existing portion of Kennybeck Court. Andy began working on the road there. Items that came up to the Planning Board that need to be addressed are: is this a continuation within 5 years of the last work in Subdivision, in a timely manner, will the construction of the road need to be bonded, will another review of the Subdivision application be needed. Some residents had concerns about disposal or discharge of some of the soil.
- John asked Andy Krook if he needed to recuse himself because he is a resident of Jacqueline Drive. Andy Krook does not think John needs to recuse himself.
- Fred Webber spoke and explained that he lives on Green Farm Road and for the past 15 years three cars have crashed onto his property because run off comes down Craven way and since it is not paved, it plugs up grates there and runs the water to Green Farm Road. He is concerned about proper drainage. Andy will be in touch with Mr. Webber to find a solution to this problem.
- Stefanie Falzone spoke of her concerns about additional traffic on Green Farm Road.
- Deirdre suggested more review is needed and Andy was in agreement.
- John advised the topics to be discussed are Craven Way status, Fire Pond status, the Bond status and that Kent and Andy need to connect. Deirdre wants to add Wetlands. Deirdre had concerns about the wells. Andy responded there will be a Well release and has a Surveyor looking into that.
- Gretchen Walker expressed her concern about the damage that the trucks are causing on the Town roads. Shawn Talbot will contact Peter Goewey to take a look at conditions of roads to be addressed

- John provided Action Items:
 - Andy to connect with Fred Webber
 - Jen to call Kent Brown to connect with Andy Krook to review the application approvals, inspect the work that is going on and to specifically ask Kent about the status of the wetlands permit.
 - In a deeper review of documents, find resolution as to what amendments there were and what is needed to specify the amount of the Bond for the road.
 - Deirdre suggested Wednesday 4:30pm- 6:30PM for a work session with Andy Krook, Nate Sikkila, Shawn Talbot and Jennifer Minckler. Work Session will be posted. A check list of what is found will be part of the next set of minutes of the Board. No actions or decisions are to be taken during the work session.

10:00, Susan made a motion to adjourn. Nate seconded the motion and it passed unanimously.

Respectfully submitted,
Jennifer Minckler
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 87587421425 or by clicking on the following website address: <https://us02web.zoom.us/j/87587421425>

- 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.