

MINUTES
PLANNING BOARD MEETING
DECEMBER 7, 2016

PRESENT: Bert Hamill, Chairman, Tim Jones, Liz Freeman, Paul Termin, Ned Nichols, Ed Dekker, Dave Lage, Deirdre Daley, Louise DelPapa

The meeting was called to order at 7:00 p.m. at the Town Office.

The Board reviewed the minutes of the November 16, 2016 meeting and the following corrections were made, the first page, last paragraph, seventh sentence, change 1 opposed to **Bert** opposed. The eighth sentence, change the word is to **are**. The second page, the first paragraph, the third sentence, change the word review to **reviewed**. The third page, the second paragraph, the first sentence, change Wood to **Woodland**.

Bert accepted the minutes as amended.

Chairman's comments

Bert stated he mailed a letter to Mr. Litchfield, President of Builders Land Company, regarding the paving of Jacqueline Drive and Green Farm Road and stated he has a June 1, 2017 deadline to complete the paving project for both roads.

Bert stated he mailed a letter to Mr. Simpson, President of USA Properties, regarding the review cost estimate from Kent Brown Engineering and a list of missing documents that are needed in order to complete the review. As of this date, Mr. Simpson has not responded to the letter.

Bert stated he spoke to Kent Brown Engineering regarding what is involved in his review for site plan and subdivision applications. He does not review the drainage plan and his review may not be as detailed for the Board to rely on making a decision on the application. Bert stated Kent charges \$500.00 for his review and 2 hours of his travel time is included in the fee. The Board decided they will discuss this situation in a closed session at a later date.

7:10 p.m.: Denis and Caro Alix, Michael and Linda Maki, lots 6A/21A and 6/21, Boynton Hill Road, lot line adjustment application

Michael Maki and Ed Rogers, Rogers Engineering presented the lot line adjustment application stating by moving the lot line would enable a better placement for a house if a family member decides to build in the future. Mr. Maki stated that parcel A (a portion of 6/21-A) that is noted/shown on the plan will be merged with lot 6/21. A discussion followed and Bert read the list of waiver requests to the Board. Paul made a motion to accept the waivers requests. Dave seconded the motion and it passed unanimously. A discussion followed and Ed made a motion to accept the lot line adjustment application as submitted. Paul seconded the motion and it passed unanimously.

7:30 p.m.: Danielle and Nathan Sikkila, Philip R. and Mary E. Nickson, lots 14A-4 and 5B-16, Ashburnham Road, lot line adjustment application

Michael Ploof, Fieldstone Engineering presented the lot line adjustment application stating that Mr. & Mrs. Nickson own a small portion of land that is part of their 81+ acre lot (lot 5B-16) and this small portion happens to be on the opposite side of the road and is not a separate parcel. The purpose of the lot line adjustment is to improve the access into lot 14A/4 and doubling the frontage for the Sikkila's. Bert read the waiver requests to the Board and Ed made a motion to accept the waiver requests. David seconded the motion and it passed unanimously. Dave made a motion to accept the lot line adjustment as submitted. Paul seconded the motion and it passed unanimously.

Woodland Buffers Ordinance and Ground Water Protection Ordinance Amendments

At the meeting on November 16, Board members requested Liz include definitions of first, second, third and fourth order streams for a better understanding of the proposed Woodland Buffers Amendment. Liz stated the Conservation Commission said there is not a need to exempt the first order streams. Ned stated it was his understanding the Board agreed an explanation of the stream orders were going to be included in the changes and this would assist the public in understanding what is covered and is not covered. Liz stated she made the changes that the Conservation Commission wanted for the existing ordinance and a discussion followed. Liz stated the only change to the Ground Water Protection Ordinance was deleting the map. Bert stated that a hearing for the amendments will be on December 21, 2016 at 7:00 p.m.

8:00: Kenneth Lehtonen, 83 Smithville Road, lot 8/47, continuation of a hearing for a three lot subdivision application

Michael Ploof, Fieldstone Engineering presented the changes made to the subdivision plan that were addressed at the meeting on November 16, 2016. Michael stated the changes made to the plan are paving the driveway from 0+00 up to station 2+00 and it will be 14 feet wide with one foot of gravel on each side. A swale was added on the upside with jute matting and check dams starting at station 3+00 every fifty feet and sheet flow on the downside. Mike stated the only two items missing are the State Subdivision Approval and a letter from the Fire Dept. Bert stated the Board has received a letter from the Fire Department dated December 5, 2016 and Meredith Lund, Chief, as of that date has not received the subdivision plans from Mr. Lehtonen and based on the location of the property it was determined there is not an adequate water source to support the subdivision. Louise stated Mr. Lehtonen did submit the plans to the Town Office on December 6, 2016. The Board discussed the options Mr. Lehtonen has on providing an adequate water source or an alternate fire suppression plan for the subdivision. Mr. Ploof requested a continuance of the hearing in order for him to consult with Mr. Lehtonen regarding his decision and give him additional time to meet with the Fire Department. Paul made a motion to continue the hearing to December 21, 2016 at 7:30 p.m. Tim seconded the motion and it passed unanimously.

8:30: Clayton Aho, 68 Cedar Ridge Drive, lots 10/20 17-1 and 10/8, 68 Cedar Ridge Drive, continuation of a hearing for a four lot subdivision application and lot line adjustment

Michael Ploof, Fieldstone Engineering addressed the outstanding items discussed at the meeting on November 16, 2016 and stated a note was placed on the plan which is, the location of the house and the driveway may vary from the plan but will comply with the Town subdivision regulations and the building codes.

Dave requested an additional note be placed on the plan to include paving the first 25 feet of the driveway to be in accordance with the submission regulations. Mr. Ploof stated Mr. Aho replaced the dry hydrant on Matthew Way and a letter from the Fire Department was submitted stating he has met the requirement for fire protection for the subdivision. On December 6, 2016, a site visit to Cedar Ridge Drive to review the off-site improvements was conducted by Kent Brown Engineering, along with Bert Hamill, Peter Goewey, Department of Public Works, and the applicant. It was agreed Mr. Aho will make the following improvements, the existing swale on the property frontage is overgrown and needs to be cleared, all culverts clogged with debris will be cleared, and trim all of the new growth trees growing around the culverts and the edges of the road starting at the beginning of Cedar Ridge Drive. Mr. Aho also submitted pictures for the Board to review. Mr. Aho offered to have the work completed before he applies for building permits and Kent Brown suggested the Planning Board make this a condition of approval. The Board discussed their concerns with off-site improvements on Stowell Road. David stated this subdivision (a small section) on Cedar Ridge Drive will not have an impact on the traffic on Stowell Road. Ned expressed concern that this development should share a proportion of the cost for Stowell Road upgrades that may be required for another development that is currently under Board review. Mr. Aho stated he rebuilt the dry hydrant which will benefit the Town and not just this subdivision. Tim made a motion to approve the four lot subdivision, on a class V road built to current standards, conditioned on the submission of the mylar and payment of fees. The Board agreed there would be no significant impact on Stowell Road and accepted the applicant's offer to do standard maintenance and improvements. Paul seconded the motion with 4 members approving and Liz, Ned, and Ed opposed.

Kent Brown Engineering

Bert stated he spoke with Kent Brown and he would like the Board's approval for Kent to charge additional fees for reviewing an application more than once and sometimes he has to make an additional site visit. Ned made a motion to allow Kent Brown Engineering to charge for additional services. Ed seconded the motion and it passed unanimously. Bert will compose a letter to Kent Brown.

The meeting adjourned at 9:30 p.m.

Respectfully submitted,

Louise DePapa
Land Use Clerk