

MINUTES  
PLANNING BOARD  
May 6, 2020  
Via Zoom

Present: Each member stated their attendance:

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

John read the attached "Right to Know Law Meeting Checklist"

**Minutes:**

John displayed the minutes of April 15, 2020 by sharing his screen. Deirdre made a motion to accept the minutes as written. Craig seconded the motion. All verbal votes were Aye.

**Chairman/Land Use Report:**

John asked where we stood with the Driveway Regulations. Debbie replied the final suggested changes need to be cleaned up/reviewed at the next meeting then sent to all department heads for their review and input.

John also asked the Board how they felt about continuing Zoom meetings into the summer. Most members felt comfortable with that. John will contact NHMA to ask about the legalities of doing that. Debbie informed the Board the Planning/Zoning conference at the end of May has been cancelled. She also told the Board she had received the As-Builts for Green Farm/Jacqueline Drive. They have been sent to Peter Goewey for his inspection and Bert Hamill (former member-Chair) had reviewed them. John recused himself and Deirdre took control of the meeting. She screen-shared Bert's comments and will be meeting with Peter for an on-site review.

John Schaumloffel, 55 Jacqueline Drive, asked Debbie what the process is from this point. Debbie said once the site visit is done and signed off, Mr. Litchfield will be informed and he will then ask the Board to release the bond. The Planning Board will vote to release it and assuming the vote is in the affirmative, the Board will recommend to the Selectmen the bond be released. The Selectmen will then vote to release the bond. Again, assuming it is affirmative, the remaining roads in Phase 2 of the Green Farm Road-Jacqueline Drive Subdivision will become a Town road (approved by the Town in Petition Article 16, March 10, 2020). Deirdre asked if anyone from the audience had any questions, comments or concerns, John asked Debbie to email Bert's comments to the Homeowners Association. Present via Zoom were Alex Scribner, 57 Jacqueline Drive and Sam Benedict, 53 Jacqueline Drive.

**7:15 pm Public Hearing Continuation-Ojala 2 lot subdivision, Map 10/22:**

Present via Zoom were Chris Guida (Fieldstone Land Surveyors), Susan Robinson, Ben Crosby and Tim Ojala.

Mr. Guida presented the proposed subdivision to the Board. He told the Board Mr. Ojala would like to do the subdivision in order to give his grandson 11.82 acres. He stated he met with Kent Brown (Engineer) and received his letter of recommendation. One of the waivers requested was regarding a survey around the entire property. This was done previously so the survey for this project was done for the new lot. Another waiver was for topography. He stated this wasn't done for the rear part of the property due to the fact there are no construction plans in the back making it not applicable. The Board viewed Kent's letter of recommendation.

Liz made a motion to accept the waivers. Deirdre seconded the motion and it passed by verbal vote with one abstention (John).

Deirdre made a motion to accept the application for completeness. Lou A seconded the motion and it passed by verbal vote with one abstention (John).

Liz asked what the “triangle piece” on the plan was. Mr. Guida responded it was the proposed access area. Liz also asked why Peter Goewey recommended a Blind Driveway sign. Debbie texted Peter and he replied it was just for a “heads up” because it’s a new driveway around the curve. Mr. Guida said the sight distance met regulations. Lou made a motion to approve the plan for compliance. Nate seconded the motion and it passed by verbal vote with one abstention (John).

Lou made a motion to approve the subdivision plan. Nate seconded the motion and it passed by verbal vote with one abstention (John). The motion was amended to include the following conditions:

Payment of fees and submission of Mylar.

Debbie will send the invoice to Mr. Guida in the morning.

**8:00 Public Hearing-Navian Development LLC, 2 lot subdivision, Map 8/13:**

Present via Zoom were Ed Rogers (Rogers Engineering) and Craig Dudley.

Ed Rogers presented the subdivision plan for a two lot subdivision on Poor Farm Road. Ed presented the requested waivers including the well radii requirement. Ed stated the State does not allow release forms for subdivisions. He having an abutter easement drawn up with Andrew Krook (Map 8/12).

Ed stated the new building will be on the footprint of the old “dance hall”.

The waiver for the utility company letters was asked for because the property is on a Class V road and not necessary.

Liz made a motion to accept the waivers as requested. Nate seconded the motion and it passed verbally with one abstention (John).

Liz made a motion to accept the application for completeness. Susan seconded the motion and it passed verbally with one abstention (John).

After review of the plans and Kent Brown’s recommendation, Nate made a motion to approve the subdivision with the following conditions:

Payment of fees, submission of Mylar and a recorded copy of the signed Easement.

Debbie will email the invoice to Ed in the morning.

**Other Business:**

The next Planning Board meeting will be via Zoom on May 20, 2020 at 7:00 pm. The Board will make the final suggested changes to the Driveway Regulations for submission to all department heads for their review, suggestions and comments.

John asked Debbie to send the Zoom information to Bruce Simpson, USA Properties, prior to the continuation of their Public Hearing on June 15<sup>th</sup>.

At 8:30, Susan made a motion to adjourn. Liz seconded the motion and it passed unanimously.

Respectfully submitted,

Debbie Deaton  
Land Use Administrator