

MINUTES
PLANNING BOARD
September 30, 2020
Via Zoom

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

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

John asked Lou G to stand in for Nate Sikkila.

Selectmen/Chair/Land Use Report:

John informed the Board the Road Committee (of which John is a member) needs to be re-staffed next year. SWRPC performs a survey giving the Town their professional opinion on the condition of the paved Town roads and which roads should have priority for repairs/upgrades. The Selectmen were not in favor of the survey. At the request of the Board, Debbie had checked with SWRPC to see if the Planning Board could sign on for it. Henry Underwood told her the Selectmen have to make the request and there are a limited amount of projects they do per year (3-4). John made a motion the Planning Board make a written request to the Selectmen for the Town participate in this next year. Deirdre seconded the motion and it verbally passed unanimously. Debbie will write a letter and cc the Road Committee. John mentioned he had watched the Selectmen's meeting/CAI Presentation on Tuesday, September 22nd. Craig said he was curious why the Selectmen would not want to do this project and move the Town forward. Liz asked what their reasoning was. Craig replied it seemed the Selectmen seemed ambivalent toward it and would prefer to have each landowner pay for their own survey if they needed it. Debbie told the Board she went on the site visit to Boynton Hill Road with Kent Brown, Peter Goewey, Chris Guida and Ed Rogers regarding the 2 proposed subdivisions.

7:45 Public Hearing-Sauvola Site Plan Review-1523 Turnpike Road:

Mike Sauvola attended via Zoom. John informed the Board Mr. Sauvola has requested a waiver of the Site Plan Review due to the fact there are minimalistic changes. Mr. Sauvola explained to the Board they are making 3 apartments out of the existing barn. The ZBA had approved the variance on April 2, 2020. They are using the existing parking lot and lighting and are not making any changes to the exterior of the barn. They are complying with all of the conditions of the ZBA approval. John made a motion to grant the waiver. The motion died for lack of a second.

Liz made a motion to hold an expedited Site Plan Review. Deirdre seconded the motion. The roll call vote was tied. Liz explained what an expedited Site Plan review entails and suggested we go by the Site Plan General Standards and Requirements. Deirdre read the expedited review from the Site Plan Regulations. Liz made another motion to do an expedited review. Deirdre seconded the motion and it passed with 4 yes and 2 no votes.

Deirdre shared her screen for the Site Plan General Standards and Requirements. The Board reviewed all items on the Site Plan General Standards and Requirements with no problems. Liz asked Mr. Sauvola how many access points there are and if they connect. He responded there were 2 (Nashua Road and Turnpike Road) and they do connect. Lou A mentioned he was concerned about the egresses. Mr. Sauvola explained all windows in the building are egress windows and each unit has 2 other means of egress.

The Board viewed the State approved Septic Plan. They asked Debbie to check with Chris Guida regarding comments he had made previously regarding State radii because it seems to conflict with this approved Septic Plan.

Liz asked if the new well was approved and was capable of providing enough water for the 3 units. Mr. Sauvola stated it was. She also mentioned there is no need for off-site improvements.

Deirdre and Lou A expressed some concerns regarding fire suppression and egresses. Mr. Sauvola re-stated the existing egresses. He also mentioned he had submitted a plan for fire alarms. Debbie informed the Board that is in the Building Permit file. The Board requested Debbie make a note in the Site Plan Review file stating all plans and other information will be located in the property file so as not to duplicate paperwork.

Deirdre made a motion to approve the Site Plan Review with the following conditions:

1. A letter stating there will not be any signage and there will be no changes to parking or lighting.
2. The house numbering for the apartments will be in compliance with E911.

The motion was seconded by John. The motion passed with 1 abstention.

Driveway Regulations:

The Board went through the draft Driveway Regulations one more time. Debbie will email the final draft copy to Bart Mayer.

The Board would like to make a future agenda item to discuss legal counsel for the Planning Board.

Minutes of 9/16/2020:

Lou A made a motion to accept the minutes as written. Lou G. seconded the motion and it passed unanimously.

Deirdre said she would not be attending any meetings in October. John will not be attending the October 7, 2020 meeting.

Liz made a motion to adjourn at 9:15. Craig seconded the motion and it verbally passed with one abstention (John).

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.