

MINUTES
PLANNING BOARD
October 21, 2020
Via Zoom

Present: John Schaumlöffel (Chair), Liz Freeman, Lou Alvarez, Nate Sikkila, Susan Mallett, Craig Smeeth, Lou Guarino, Shawn Talbot (Ex-Officio) and Debbie Deaton.

John asked Craig to stand in for Deirdre Daley then read the "Right to Know Law Meeting Checklist" and took roll call attendance.

Sam Benedict, 53 Jacqueline Drive, was in attendance via Zoom.

Minutes from October 7, 2020:

Liz made a motion to approve the minutes as written. Nate seconded the motion and the roll call vote was unanimous.

Selectmen/Chair/Land Use Report:

Shawn informed the Board there will be a committee to work on the Police Station issue starting next week.

Debbie told the Board there is a property merger for Ron Stanley that needs to be reviewed and signed. She also informed the Board there are concerns regarding a possible sand/gravel pit which has no Intent to Excavate at 445 Turnpike Road that needs attention. She reminded the Board of the Continuation of Public Hearing for the 6 lot Subdivision on Boynton Hill Road on November 4th. There is also a Lot Line Adjustment application on Page Hill Road to be heard on November 4th.

John had written a letter to the Selectmen regarding Covid-19 protocol should the Governor lift the Emergency Ordinance on meetings conducted in person. The Board voted to present the letter to the Selectmen unanimously with a 45 day response. John also asked the Board if they are in support of the development, acquisition and maintenance of an accurate system of GIS enabled and supported tax maps of all properties in the Town. The Board voted in favor with one abstention. Debbie or John will draft a letter to the Selectmen regarding the Board's support. Lastly, John informed the Board he will be writing a letter to the Selectmen requesting they support the free service provided by SWRPC to do an analysis of the paved, Town owned roads for a repair and maintenance schedule. This was voted on at a previous meeting.

7:45 Public Hearing-Salo 5 Lot Subdivision, Map 10/1A-1, Boynton Hill Road:

Ed Rogers, Russell Salo, Cindy Somero and Beth Ann Tatro were present via Zoom. John asked Ed to give an overview of the project. Ed shared his screen and stated the proposed subdivision is for 5 lots on Boynton Hill Road. The property has over 1300 feet of frontage on the Class V road and additional frontage on Todd Road. Three driveways will be located on Boynton Hill Road, one of which will be a shared driveway for 3 lots. Ed mention he had walked the property with Peter Goewey and Kent Brown. Peter had said there are no problems with safety or visibility where the driveways are to be located. Debbie mentioned the shared driveway will need to be named because there will be 3 homes on it.

Kent Brown's (Engineer) review of the subdivision was reviewed. Ed read the part of Kent's review stating Peter and Kent reviewed the driveway locations and they agree the driveway locations are safely located. Debbie will get this in writing from Peter and Kent. The DES would like a copy of the Shared Driveway Agreement prior to approval. Ed stated the Shared Driveway Agreement has been signed and the Boiler Plate has already been vetted by Town Counsel. This will be recorded with the Mylar.

The Board reviewed the checklist. John asked about the septic systems. Ed responded they will be designed upon approval. Setting of the markers will be set upon approval. Liz made a motion to grant the waiver regarding a letter from the utility company (a letter from the Cable Company will be a condition of approval). Lou A. seconded the motion and the verbal vote passed unanimously.

Nate made a motion to accept the application as complete. John seconded the motion. The motion passed unanimously.

The next step was to review the application for compliance. Craig asked what the process will be to get the utilities to the back lots. Ed shared the plan showing the utility poles coming in from Temple. He said there would probably be two additional poles in the Right of Way, one to serve the last lot and the other to service the back lots. Russell stated he would prefer to go underground from the Right of Way to the back lots. Liz quoted from the Subdivision Regulations..." Gas, electric, telephone, and cable TV services shall be installed underground, unless otherwise deemed inappropriate and waived by the Board". There will be a note added to the recorded plan and will be a condition of approval. Liz asked if there was any ledge found on the property to prohibit putting utilities underground. Ed stated the soil has stones but they have not found any ledge.

Cindy Somero stated her husband Hank had asked years ago, if the road is to be widened, that it be done on the Salo side of the road and not on her side. Ed stated there is an Easement in place that will ensure any road widening will be done on the Salo side of the road. It actually contains 17 feet on that side of the road. There will be no widening on the Somero side of the road.

John mentioned the concerns about tree removal and the cost that is associated. Liz asked if anyone had been questioned about the current state of the road and the additional traffic that would be generated by the new lots. Lou G asked if there were any concerns about the current condition of the road. John called Peter to ask, knowing there are two projects adding 11 lots to Boynton Hill Road, if he had any concerns about the road being able to handle the additional traffic. Peter said at some point, the road would need to be widened in some spots to accommodate the maintenance and snow removal of the road in the future but had nothing to do with the additional lots, just general maintenance.

Ed stated the road is 66' wide (4 rods) which is already available for the whole length of Boynton Hill Road and Appleton Road. Debbie will ask Peter and Kent for written clarification regarding the additional traffic due to the new lots. This will be a condition of approval.

Nate made a motion to approve the subdivision with the following conditions:

1. Receipt of a letter from the cable provider
2. Receipt of a letter from Peter Goewey regarding additional traffic
3. Note on plan regarding underground utilities
4. Letter to Planning Board regarding tree removal
5. DES Subdivision approval letter
6. Setting of monuments
7. Payment of fees
8. Receipt of Mylar

John seconded the motion and the verbal vote was unanimous. Debbie will send the Decision Letter and Invoice to Ed Rogers.

Underground Utilities:

Liz read Appendix B, B:12 from the Subdivision Regulations. Craig said Underground Utilities were first addressed in the regulations since 2007. Lou A stated his subdivision was done in 1986 and underground

was mandated. Liz stated the Board could have required that but it was not added to the Subdivision Regulations until 2007.

John asked if there was any progress on the Cell Tower by Vertex. Shawn said the Selectmen haven't talked about it at the last two meetings and believed it was in Scott's hands. Debbie told the Board the last she heard was Town Counsel had reviewed the Lease between the Town and Vertex and was waiting on final approval by Vertex and the Selectmen. Shawn will bring it up at the next Selectmen's meeting.

At 9:00, John made a motion to adjourn. Liz seconded the motion and it passed unanimously.

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 872 8129 7358** or by clicking on the following website address: <https://us02web.zoom.us/j/81169552882>

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.