

MINUTES
PLANNING BOARD
December 2, 2020
Via Zoom

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

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

Minutes from November 18, 2020:

Lou A asked to add himself and Lou G to the site visit to Boynton Hill Road. Deirdre made a motion to approve the minutes as amended. Lou A seconded the motion and the roll call vote was 6-0-1.

Lou G asked to clarify the definition for steep slopes. Liz said it would be 25%+ over a distance of 100'.

Selectmen/Chair/Land Use Report:

Shawn asked the Board if anyone would like him to convey any concerns to the Selectmen.

John mentioned if there was no business and the amendment to the Subdivision Regulations was finalized, we could potentially cancel the January 6, 2021 meeting. He mentioned the Public Hearing on January 20, 2021 to adopt the Driveway Regulations and amend the Subdivision Regulations.

He asked Debbie to inform the Board of the vacancies for next year. The Planning Board can have 7 members and up to 5 alternates. Deirdre and Susan's terms are up in March. Debbie told the Board the window to submit candidacy to the Town Clerk is January 20th through the 29th.

John told the Board the Budget was cut by the Selectmen from \$4700 to \$3100 (reducing mailing, supplies, training and technical services).

John told the Board Selectman Lage is still very interested in the Board creating a Commercial District.

He also mentioned the Selectmen do not seem very interested in creating a safe meeting space for face to face meetings should the Governor rescind the Emergency Order allowing Boards to meet via Zoom.

He said the Board was asking for \$600 for PPE and a safe meeting space. Shawn told John there are not enough employees at the Town Office to set up the room and then re-set the room to its previous state.

He also told John he would be willing to talk with him and come to a compromise that would satisfy both the Selectmen and the Planning Board.

Debbie informed the Board there is a Lot Line Adjustment application for December 16th at 7:30.

7:30 Continuation of Public Hearing-Seppala Lot Line Adjustment, Map 5B/10, Page Hill Road:

Ed Rogers (Rogers Engineering) and Jared Seppala were present via Zoom.

Debbie reminded the Board where we left off at the last meeting. Liz mentioned the Board did not approve the application for compliance. Ed shared his screen and stated he submitted revised plans based on the discussion from the Hearing on November 4th (adding slopes, topography, setbacks, wetlands, soils, test pits and elevations) and withdrew all of the waiver requests with the exception of #52, drainage requirements.

Ed showed the Board the new plans and described the new information. He said Sharon Monahan (Site Succor) delineated the wetlands. Ed said he added the culvert that flows out of an intermittent pond that adds to the wetlands on the property. He added the 75' house box, datum benchmarks, test pits to a supplemental plan.

He described the slopes map stating there is a small area that is over 25% and is not near the area where the building box will be.

The Board thanked Ed for including the new information stating it is extremely helpful in making the decision.

Liz withdrew her motion from the November 4th meeting. She made a new motion to accept the waiver request for item #52 (drainage). Lou A seconded the motion and the roll call vote was unanimous in favor.

Liz made a motion to accept the application as complete. Nate seconded the motion and the roll call vote was unanimous.

John made a motion to accept the application as compliant with the following conditions:

1. Setting of 2 monuments
2. Payment of fees
3. Receipt of Mylar
4. Letter from Road Agent
5. Letters from Public Utilities
6. Subdivision will comply with underground utilities as outlined in the Subdivision Regulations

Lou A. seconded the motion and the roll call vote was unanimously in favor. Debbie will send an invoice and decision letter to Ed.

Driveway Regulations:

The Board reviewed the Subdivision Regulations Appendix B, Section B:04 regarding driveways to determine what will need to be updated to coincide with the adoption of the Driveway Regulations. It was decided to delete paragraphs A through S and insert "Driveways must comply with the New Ipswich Driveway Regulations adopted on January 20, 2021 and as amended".

The Board also reviewed the Zoning Ordinance regarding driveways to see if any changes were necessary. The decision was no changes were needed.

Debbie will set up a Zoom session for Deirdre, Shawn and John to finalize the amendment for the Public Hearing.

Other Business/Reminders:

The Board will start the meeting on December 16th at 7pm.
Underground Utilities will be discussed on February 3, 2021.

At 8:30, Liz made a motion to adjourn. Deirdre 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 854 1921 4911** or by clicking on the following website address: <https://us02web.zoom.us/j/85419214911>

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.