

MINUTES  
PLANNING BOARD  
November 16, 2022  
In-person/Zoom

**Present:** Deirdre Daley (Chair) - in person, Josh Muhonen (Vice Chair) - in person, Shawn Talbot (Ex-Officio)- in person, Craig Smeeth- in person, Tim Somero –in person, Lou Guarino- in person, Jennifer Minckler-in person.

**Citizens in attendance:** Sam Benedict - in person Jalen Rines-in person, Kevin Rines-in person, ,Tonya Rines-in person Michael Phillips-in person, Russell Salo- in person, Melissa Salo- in person, Elisabeth Salmonson-in person, Matthew Salmonson-in person , Ed Rogers –in person

Roll Call vote taken by Chair Deirdre. Chair appointed Lou Guarino as an alternate in place of Craig Smeeth at the end of the meeting.

**Selectmen/Chair/Land Use Report:** - Selectman Talbot reported that the Police Department renovations are under way and the projected cost is approximately \$110,000.00. The Fire Department renovation request is being reviewed and an approval may be granted in the next couple of weeks. The Road Committee is meeting December 7, 2022 at 3:00pm for discussion on Collins Road and the 2023 paving and maintenance. The Select Board held a work session on this past Saturday regarding Town owned property that are landlocked are being reviewed for sale to the abutters. There were only 4 to 6 properties found and letters will be going out in the next two to three weeks. The Board of Selectmen are also looking at all Town owned properties and seeing what could be sold, used or what needs attention so the Heritage commission can consider how to make improvements. An auction will be held at the Town office on December 17, 2022 for three properties which include 11 Temple Road , the burned house on Greenville Road and a piece of land on Highbridge Road. On November 29, 2022, the Board of Selectmen will be reviewing the Finance Advisory Committee worksheets and if needed follow-up with Department Heads to review and discuss the budgets.

Land Use advised that the tax bills went out yesterday and that the new tax rate is \$23.51. Selectman Talbot advised that the municipal tax rate, which is the only rate the Town has control over went from \$3.93 last year to \$4.08 this year but the Board of Selectmen applied \$350,000.00 from the undesignated fund balance to offset taxes this year. The Land Use Clerk suggested cancelling the meeting of December 21, 2022. Chair Deirdre suggested taking it off the calendar but requested to keep December 14, 2022 open if needed. Land Use clerk also advised that she will be out of work next Tuesday and Wednesday.

Chair Deirdre mentioned the application that we received for a site plan review. The original ZBA decision was in 2017 and the applicant was to have a site plan review and did not due to limited time. The ZBA decision has expired as there is only a 2 year window. Extensions can be allowed with communication of extenuating circumstances, but no communication was received. Discussion continued and Selectman Talbot made a motion to not accept the prior approval of the ZBA. Josh seconded the motion. Roll call vote unanimous. Motion carries. Ed Rogers will submit an application to the ZBA for a hearing and will contact Bert regarding questions he had on the application.

**Minutes of November 2, 2022:** Motion to accept the minutes made by Josh. Motion seconded by Lou. Roll Call vote. All were in favor with one abstention due to absence. Motion Carries.

**7:30 Public Hearing-** Owner Russell and Melissa Salo Map 10/1A-1 Subdivision Amendment  
Russell Salo is seeking a waiver of the underground utilities. Mr. Salo advised that Eversource could not install underground due to culverts and wetlands. Mr. Salo paid the \$60,000.00 in July of 2020 and it took two years to get the poles. Mr. Salo noted he was not about to question Eversource, and he provided a copy of the letter from Eversource. Chair Deirdre requested a revised map of which was revised at the hearing to show the location of the utility poles are. Ed Rogers advised that he would provide as built. Discussion of the registered shared driveway agreement found that the original notarized was not registered and needs to be found and submitted for record. A corrective deed will be needed for the property that has been sold as the deed does not reflect the shared driveway agreement. The Land Use Clerk will search the files for the original shared driveway

agreement to be registered as a condition of approval and Ed will help with a transition plan to resolve the driveway agreement (corrective deed) since one of the properties has been sold to Jalen Rines (who was in attendance).

Josh made a motion to accept the amended utilities of the above ground poles on the plans. Selectman Talbot seconded the motion. Roll call vote. Motion carries

**Old/New Business:** Discussion continued of Eversource and the requirement of the Town of New Ipswich to have underground utilities Ipswich and how to resolve this for the future. It was mentioned that the plans should reflect the location of the underground utilities and that the decision letter submitted to the applicant should stress the requirement of underground or Planning Board approval.

Gravel Pit Report: Chair Deirdre stated that the gravel pit report should be deferred to the next meeting and to refer the findings of the "junk yard" to the Select Board. Chair Deirdre asked if we received the gravel pit plans for Brook Haven. The Land Use Clerk confirmed we have not received. Since there was more than a half an inch of rain the prior night (and seeding was to be completed prior to November), it was suggested to inspect Brook Haven and the decision was made that. Josh and Tim will complete the site visit on Thursday at 3:30pm and Brook Haven – with an email sent advising the pit owner.

Discussion of Kennybeck- Chair Deirdre advised that the Planning Board Engineer sent a letter stating that all was good. The Road agent looked at culverts and manholes and said it was okay too. The Engineer feels the Planning Board should vote to accept the plan, approve the project and release the bond. There was a request to release the bond. Josh advised that there is a steep slope area that is a concern that is less than 85% but overall holding very well. It is a very small area. The culvert is clean as well as the ripwrap. Josh motioned to accept the plan, approve the project and release the bond. Motion seconded by Shawn, and the motion carried. A letter from the Planning Board is to be submitted to the Select Board to release the bond.

There was discussion of the driveway application changes surfaced by Liz Freeman to the Select Board and brought to the Planning Board. Selectman Shawn confirmed that the Planning Board has oversight of the regulations but the application itself is that of the Select Board or their designee, which in this case is the Road Agent/DPW Director. Chair Deirdre states there are some things not covered in the application and she feels co-creation would strengthen the document and close some of the gaps that are being identified. Chair Deirdre states that if an application is for commercial it must come before the Planning Board for a site plan review. The application does not include anything for a shared driveway, and the application does not ask if the property is accessed by another driveway, etc. .

Shawn mentioned discussing the septic approval process that was discussed at the last meeting. Chair Deirdre advised that she received a call from Jim, the building inspector who stated he needed Deirdre Planning Board sign-off on the septic. Bert had gone to do a follow up on erosion and did a sign off on the septic. Bert said he had to inspect the erosion and Jim had already inspected. Selectman Talbot advised that all Jim, the building inspector had to do is state the new location looks good to him and that is it. The Land Use Clerk questioned how Jim was advised to contact the Planning Board. Chair Deirdre advised it sounds like he got direction from the state who advised the applicant that it must come from the Town and then Jim contacted the Chair Deirdre to request help to allow the state approval to be processed. Selectman Talbot recapped that New Ipswich is a prior approval town, but all we look at is the location and not the design of the septic.

Discussion of potential Planning Board Engineer resulted in the Planning Board voting to hire Bert Hamill. Motion to hire Bert Hamill by Tim. Motion seconded by Josh. Roll call vote. Motion carries.

Motion to adjourn by Josh. Seconded by Tim. Motion carries.

Meeting Adjourn at 9:36PM

Respectfully submitted,  
Jennifer Minckler  
Land Use Administrator