

**TOWN OF NEW HAMPTON
PLANNING BOARD
MEETING MINUTES**
Town Office 2nd floor meeting room
6 Pinnacle Hill Road, New Hampton, NH 03256

September 19, 2023

CALL TO ORDER

Vice Chairman Broadhurst called the meeting to order at 6:00 p.m. and led the Board in the Pledge of Allegiance.

MEMBERS PRESENT

Regular Members: Mr. Broadhurst, Mr. Shea, Mr. Hays, Mr. Katz, Mr. Mertz, & Mr. Drake. Alternate members: Mr. Anderson, Mr. Vachon, & Mrs. Bruning.

Mr. Broadhurst appointed Mr. Anderson to vote in place of Mrs. Hiltz.

OTHERS PRESENT

Planning Assistant Mr. Pollock

MINUTES

Mr. Shea made a motion, seconded by Mr. Katz to approve the minutes of 8/7/23 as written. Vote was unanimous.

Mr. Katz made a motion, seconded by Mr. Broadhurst to approve the minutes of 8/15/23 with the following amendment:

Correct name of Matty abutter under Correspondence from *Kyle* Drake to *Troy* Drake. Vote was unanimous.

Mr. Katz made a motion, seconded by Mr. Anderson to approve the minutes of 9/5/23 as written. Vote was unanimous.

CORRESPONDENCE

1. Copy of a letter from Planning Assistant Mr. Pollock, to Douglas & Doreen Tehan, asking them to meet with Board to provide update on status of conditions in approval; conditions listed.
2. Copy of Notice of Decision (approval) from ZBA to Kenneth & Jennifer Proulx.
3. Copy of Notice of Decision (approval) from ZBA to Fitzpatrick/Bedard Rev Trust.

SIGNING OF PLANS

Keri Camarigg & Mary Ann Coughlin, Cedar Lane, Tax Map R7, Lot 22B, Amendment to previously approved subdivision for John & Allia Connors, Map R7, Lot 22.

Mr. Hays recused himself. As he had represented the applicants during the subdivision amendment process he advised that the affected residents along Cedar Lane were working towards an agreement, to be signed and notarized by those residents, which would address the concerns of the Planning Board, for their consideration on a final approval.

Mr. Broadhurst appointed Mr. Vachon to vote in place of Mr. Hays.

Mr. Katz made a motion, seconded by Mr. Shea to continue this discussion to 10/17/23 at 6:00 pm. Vote was unanimous.

Mr. Hays returned to the Board.

SIGNING OF PLANS

Douglas & Doreen Tehan on property belonging to Filomena Rossi & CP Rossi Trust, 322 NH Route 104, Tax Map R11, Lot 10, Site Plan review

There was no one present to represent this item, but it was noted the letter sent to them asked them to attend at 7:00 pm. Mr. Katz asked if they had met the conditions and Mr. Pollock advised that they had not and cautioned the Board on approving applications prior to all conditions being met as this creates an issue with follow-up and suggested that a time limit be given to accomplish any conditions.

Mr. and Mrs. Tehan arrived at 6:15 pm and the Board reviewed the conditions of approval:

Restriping of parking lot – complete.

Application for sign permit to Selectmen – completed but noted that it appears there are more signs than what was approved. Mr. Mertz pointed out that temporary signs cannot be within the right-of-way and the number of flags cannot exceed more than two. It was noted this was an enforcement issue for the Selectmen.

Hours of Operation – has been met.

No interior seating – incomplete/not confirmed. Mr. and Mrs. Tehan said they would not have any seating inside, once they are able to get approval from NHDES to locate inside. DES is still working on this approval.

Life Safety inspection from Fire Chief – incomplete; but will be obtained once they can locate inside the building.

No structures or obstacles can be in the ROW – some temporary signs were in the ROW and they have been removed.

Signature block needed on Site Plan so Board can sign – incomplete.

Mrs. Tehan said that some of the delay has been with NHDES in locating plans and some additional requirements they have now learned are needed through NHDES. For this reason they had not been able to update the Board.

There was some discussion on the utilization of the mobile unit they are serving from. The Selectmen did give temporary approval of the mobile unit, but the use of it has gone on longer than anticipated. The Planning Board agreed that although the Tehans had obtained their state permit, they need to apply for the Hawkers/Peddlers permit through the Town.

Mr. Hays made a motion, seconded by Mr. Katz to continue this discussion to 10/17/23 at 6:00 pm. Vote was unanimous.

ABUTTER’S HEARING

(Cont.)

Rudolph & Grace Matty, Old Bristol Rd, Tax Map R15, Lot 14B, 3-lot subdivision.

Mr. Pollock reviewed the remaining conditions that needed to be met:

1. Pins needed to be set – complete
2. Removal of shed that straddled the property line – complete.

Mr. Katz made a motion, seconded by Mr. Anderson to accept the plans as complete. Vote was unanimous.

Mr. Katz made a motion, seconded by Mr. Shea to approve the subdivision. Vote was unanimous.

Mr. Broadhurst questioned the driveway permits for these lots as access will be very steep and questioned whether the driveway regulations/standards are adequate. Per the Subdivision Regulations Driveway Standards, Appendix III, Mr. Pollock advised of the requirements listed. Mr. Mertz suggested this

requirement should be enforced in the future by showing on the plan that these will be met.

**INFORMATIONAL/
CONCEPTUAL**

*Conor Healy, Tri-City Masonry,
Tax Map R4, Lot 81*

No one was present for this discussion.

Mr. Pollock advised that the ZBA had approved a Change in a Non-Conforming Use based on the fact there would be no outside display such as firepits, walls, etc. He advised the Planning Board cannot approve anything beyond this original approval. Any change Mr. Healy wants to make must be made through the ZBA. Mr. Hays recalled they were going to perform some landscaping modifications and changes to the parking lot surface, which Mr. Katz said would be acceptable. Mr. Pollock said when the applicant was before the ZBA, it was stated they would only be changing out the parking lot surface.

Mr. Katz made a motion, seconded by Mr. Anderson to continue this discussion to 10/17/23 at 6:00 pm. Vote was unanimous.

**REVIEW OF STANDING
COMMITTEES**

Mr. Katz advised the CIP subcommittee met just prior to this meeting, making a few minor changes. This will come to the Planning Board at the 10/17 meeting with a public hearing to be scheduled.

Relative to an RFP to engage a Planning Consultant, Mr. Katz said he received input from LRPC. LRPC may be willing to draft the RFP.

Mr. Broadhurst advised the Master Plan subcommittee reviewed some the draft RFP's Mrs. Vose had emailed, and came up with some suggestions for amendments to the Master Plan. Mr. Drake said the Selectmen will consider costs during the 2024 budget discussion.

Solar System Installations

It was noted there were a lot of comments by Town Counsel and that this language may need more work.

Mr. Katz made a motion, seconded by Mr. Shea to continue discussion on this section to 10/17/23 at 6:00 pm and to determine whether or not Town Counsel should attend the November meeting for more explanation. Vote was unanimous.

OTHER BUSINESS

Mr. Katz made a motion, seconded by Mr. Hays to accept the survey of Martha Huckins property, Map 11, Lot 40. Vote was unanimous.

Mr. Pollock reviewed conditions of a Site Plan approval for RMI (PemiProspect #2 Holdings; Tax Map R11, Lot 24) on 9/20/22. The required "as-built" plans have been submitted and he confirmed a flood response plan was in place. Mr. Drake advised the smell coming from the facility or when they are trucking material is still very strong.

Mr. Drake asked the Board if they wanted to go back to holding Planning Board meetings at the Fire Dept as that location is better suited for displaying plans to all participants. The Planning Board agreed to switch locations.

Planning Board, September 19, 2023 (cont.)

ADJOURNMENT

Mr. Katz made a motion, seconded by Mr. Shea to adjourn the meeting at 7:33 pm. Vote was unanimous.

Respectfully submitted,
Pamela Vose