

**TOWN OF NEW HAMPTON
PLANNING BOARD
MEETING MINUTES
NEW HAMPTON TOWN OFFICE
NEW HAMPTON, NH 03256**

August 21, 2018

MEMBERS PRESENT:

Regular members Mr. Kettenring, Mrs. Hiltz, Mr. MacDonald, Mr. Broadhurst, Mr. Mertz, and Mr. Katz and Alternate Members Mr. Shea & Mrs. Griffin were present

OTHERS PRESENT:

Alternate Members: Mr. Shea and Ms. Griffin.
Guest: Colin Brown, George Huckins and Hayle Sidwell.
Mrs. Lucas, Town Administrator and Permitting Assistant Mr. Pollock.
Mr. Kettenring appointed Mr. Shea to vote in place of Mr. Hays for this meeting.

CALL TO ORDER:

Mr. Kettenring called the meeting to order at 7:00 p.m.

MINUTES:

From July 17th, 2018 Planning Board Meeting:

Mr. Katz made a motion to accept the minutes, seconded by Mrs. Hiltz, with the following amendments made:

1. **CIP update** on page 3 of 4, should read "*The subcommittee met with Department Heads on publicly posted dates. A summary report needs to be written and spreadsheets regarding payments prepared and reviewed*". Instead of "Mr. Mertz met with department heads who have submitted requests. Session reports still need to be written and spreadsheets regarding payments need to be reviewed".
2. **Site Plan Review for Mr. Scott Buitta**, page 2 of 4, paragraph 3 line 12 should read, "For the flags, you are allowed to have 2 flags, *for example, 1 American flag and 1 "open" flag*", instead of, "For the flags, you are allowed to have 2 flags, 1 American flag and 1 open flag".
3. **Site Plan Review for Mr. Scott Buitta**, page 3 of 4, paragraph 3, line 3 should read "but they *did not* include...", instead of "but they didn't not include...".
4. **Discussion on Premature Subdivisions**, page 3 of 4, should read "*Mr. Katz* suggested a task team..." instead of "Mr. Broadhurst suggested a task team...".
5. **Other Business** page 4 of 4, line 5 should read "To which *Mr. Mertz stated...*" instead of "Mr. _____ stated...".
6. **Other Business** page 4 of 4, line 19 should read "*There was discussion on whether....*", instead of "There was discussion would it then....".
7. **Other Business** page 4 of 4, line 22, should read "*would not meet that criteria*", instead of "would not be meet that criteria".

Vote was unanimous. Minutes were approved with above amendments.

CORRESPONDENCE

Mr. Kettenring read a Notice of Decision from the Zoning Board of Adjustments stating they have approved a Special Exceptions for Deborah Finch, of 133 Waukewan Road, Tax Map U-11, Lot 5 of the

General/ Agricultural distract, to construct a septic system closer than 20' to the property line. The Special Exceptions were granted with 2 conditions.

CONTINUATION PUBLIC

HEARING:

Michael Sharp: NH Route 104 and Riverwood Drive, Tax Map U-17, Lot 55; proposed health focus facility with two 10,000 sq. ft. buildings, Site Plan Review.

Mr. Pollack advised that there is no new information but the applicant continues to work with NHDOT. Mr. Broadhurst made a motion, seconded by Mrs. Hiltz, to continue hearing on September 18th, 2018 at 7:00 pm. Vote was unanimous.

SITE PLAN REVIEW - AMEND A PREVIOUSLY APPROVED SITE PLAN:

Scott Buitta: 599 NH Route 104, Tax Map R-5, Lot 5, 6.3 acres

The applicant was supposed to return with a plan but was not in attendance at meeting. There was discussion on whether or not the board should allow a continuation until next meeting.

Mr. Mertz made a motion, seconded by Mr. Katz, to continue the hearing until September 18th, 2018 at 7:00 pm. Vote was unanimous.

The board stated Mr. Buitta should be notified that the board has continued the hearing until above mentioned date and that he should be prepared to give the board an update on his progress in preparing an updated plan.

PRELIMINARY HEARING/ SUBMISSION OF APPLICANTION:

George and Sheila Huckins, 43 Magoon Road & Dana Hill Road, Tax Map R-10, Lot 10A, 37.57 acres, two lot subdivision.

Mr. & Mrs. Huckins and surveyor Colin Brown were present.

Mr. Brown went over the proposed subdivision, lot layout, and possible septic and well location. Mr. Brown stated that the proposed lot would be about 2.5 acres, reserves a 50' ROW on the SW side of the remaining lot, and state subdivision approval has been obtained.

Mr. Mertz questioned if there was a house on the remaining land to which Mr. Brown stated there was a house on the lot off Magoon Road. Mr. Mertz asked if the 50' right of way is a secondary access, Mr. Brown stated yes, it would give them that option. Mr. Katz asked if the stonewalls accurately describe the property lines. Mr. Brown stated the side line and the road line do describe the property lines. Mr. Shea confirmed with Mr. Brown that the 0.46 acres for the right of way were part of the 2.45 total acres. Mr. Mertz asked if that amount gets discounted from the considered lot size. Mr. Brown said that it does. Mr. Mertz asked what the net was after the deductions. Mr. Brown stated they submitted the lot sizing sheet - but well over an acre. Mr. Katz asked if there were any existing structures located on the new lot. Mr. Brown stated there were not. Relative to a driveway permit for the new lot, Mr. Huckins explained they received a driveway permit last fall.

Mr. Kettinger asked for any other questions from the board or abutters. Abutter Heidi Sidwell was present but didn't have any comments.

Mr. Mertz made a motion, seconded by Mrs. Hiltz, to accept the plans as complete. Vote was unanimous. Mr. Mertz made a motion, seconded by Mrs. Hiltz, to approve the plan. Vote was unanimous. The board signed the plans.

**FOLLOW-UP BONDING
REQUIREMENTS FOR AMBROSE
BROS. INC.:**

*188 NH ROUTE 132N, TAX MAP R-11,
LOTS 23B,23C,23D, SITE PLAN
REVIEW FOR FURTHER EXPANSION
OF AN EXISTING GRAVEL PIT.*

Mr. Pollock advised there was no new information. The board agreed to continue for another meeting.

**DISCUSSION ON THE NEW
HAMPTON MASTER PLAN
UPDATE:**

Mr. Mertz handed out a draft summary of the chapter on land resources. Mr. Mertz stated that it was basically the premise for the new chapter for land resources. Mr. Mertz stated the subcommittee has discussed this and feels if the Conservation Committee should be able to publish it on their link on the Towns website. This will allow them to explain their charge and plan going forward. It will also help explain the Towns plans for growth and development. Mr. Mertz feels there are a few more paragraphs that need to be added to the end of the draft.

Mr. Mertz stated if you have any ideas or suggestions please send them to Mrs. Lucas and she will forward them to the subcommittee for review.

There was discussion regarding open space land in New Hampton and whether the Conservation Committee has identified some of these sites. Mr. Broadhurst stated that suggestions can be found on pages 14-16. The discussion led to land lots that are listed for sale around Rt. 104 where a model for transfer of development rights could possibly be developed by the board.

The discussion was brought back to the draft and suggestions were asked for. Mrs. Hiltz made a suggestion for paragraph 1 to replace “enjoy” with “offers”, to remove the last sentence as she felt it was redundant, and add the 2nd paragraph to the 1st.

Mr. Mertz recommended that a meeting be scheduled for September 10th, 2018 at 6:00pm. This will leave them with another week if they can't meet on September 10th.

**CIP COMMITTEE UPDATE
PROCESS:**

Mr. Katz passed out a summary CIP graph and asked that comments be forwarded to Mrs. Lucas within the next 2 weeks, September 4th. The subcommittee could then have a working meeting which will be posted with 24 hour notice, coming back at the next meeting with a final draft document. The Planning Board could then review and adopt the document, sending to the Selectboard by the September meeting.

The board scheduled a meeting for September 11th, 2018 at 6:00pm.

Mr. Mertz asked about the cruisers, Mr. Katz explained it was moved out to 2023 with it listed on the detailed sheet.

OTHER BUSINESS:

Mr. Katz notified the other members of the board that the U.S. Rural Development Agency has grant money available for public facilities

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such as town halls, court houses, etc. where we have proposed amendments for the town office and town clerk's office. They have money available for engineering or scoping out the sewer collection, transmission, treatment, and disposal facilities. He would like to see this be in the minutes that the appropriate town officials be considering grant money especially for the capital improvements on the town offices. Mrs. Lucas stated she believes the town does not qualify for the grants. She stated they have a list and New Hampton has not been on the list but will check again to make sure. Mr. Mertz asked if the town precinct would qualify. Mrs. Lucas stated she would check on that. Mr. Mertz pointed out there were asbestos feeder lines on Wolfe Den.

Mr. Broadhurst asked about the status of the Brook Road Bridge grant. Mrs. Lucas stated Mr. Boucher did preliminary work on the grant. It has been taken into the office to do additional work. They have contacted the Army Corp and they are in support of it, which is a requirement. The deadline is in October. Mr. Katz explained that there is grant money available for communities who have road access to federal facilities, which the Brook Road Bridge meets. It would be an 80/20 grant, where the town matches 20% of the grant money.

ADJOURNMENT:

Mrs. Hiltz made a motion, seconded by Mr. Katz, to adjourn the meeting at 7:50 pm. Vote was unanimous.

Respectfully submitted,
Robi Tyrrell