

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

July 17, 2012

**MEMBERS PRESENT:**

Mr. Kettenring, Mr. Irvine, Mr. Luciano, and Mr. Mertz were present.

**OTHERS PRESENT:**

Mrs. Lucas (7:07 PM), Town Administrator was present.

**CALL TO ORDER:**

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

**MINUTES:**

6/19/12

Mr. Irvine made a motion, seconded by Mr. Luciano, to accept the minutes as written. The motion passed.

**CORRESPONDENCE:**

1. Copy of a letter from PSNH (dated in May) advising the Planning Board of their plans to trim trees along roadways in town, 2 of them being designated Scenic Roads, requesting a public hearing. Mrs. Lucas advised that PSNH came is with the copy of a letter apparently sent to the town in May, which the town never received. As PSNH plans to have a crew in town to perform the trimming in August Mrs. Lucas asked the board if a hearing could be scheduled right away. Mr. Mertz made a motion, seconded by Mr. Luciano, to hold a hearing on July 31, 2012 at 7 PM. Vote was unanimous.
2. Copy of a wetlands application from PSNH relative to re-surfacing the Ayers Island Dam.
3. Copy of a wetlands application from PSNH relative to removing poles in an existing ROW. Mr. Irvine advised that a PSNH rep and TF Moran came before the Conservation Commission stating that this application had nothing to do with Northern Pass. He said that it was pointed out to PSNH that there may be some overlap between this project and Northern Pass, and that there was an RSA that states the town can view the project in its aggregate, which could trigger public hearings, etc. He advised the Conservation Commission would contact NH DES relative to the larger Northern Pass project, asking them to look into it further. Mr. Irvine said that the Commission did not oppose the wetlands application.
4. Letter from the Planning Board to department heads relative to requesting information for the Capital Improvement Plan.

**MASTER PLAN UPDATE FOR**

Mr. Irvine advised that Mrs. Lucas had emailed a draft to the

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members, which they reviewed and made changes to. Mr. Irvine said it was their intention to keep survey short, but it is now over 4 pages, many questions derived from the previous survey, and determined there was nothing that could be removed. He said there are titles for each page and the sub-committee came up with a title for the last page "Your overall impressions". He advised that a cover letter is drafted and that some revisions were made with some input from Mr. Kettenring, who attended part of the sub-committee meeting.

Mr. Irvine asked for any input to be emailed to Mrs. Lucas, or by attending the sub-committee meeting on July 31<sup>st</sup>.

Mrs. Lucas provided a copy of the draft questionnaire with notes she added for their consideration.

***Updated Capital Improvement Plan***

Mrs. Lucas advised that submission of these will be August 20, 2012.

**INFORMATIONAL/CONCEPTUAL MEETING:**

*Archcentric, P.C. for DIRECTV, 58 Packard Drive, Tax Map R11, Lot 23A, Site Plan Review*

Bob Levin, DIRECTV representative, advised that they have a warehouse portion in the building that is staffed with some personnel, and they want to create some climate controlled office space for their use. He advised there would be no additional personnel added. He said a pad would be added for an air conditioner. He said that Chief Drake has looked at the plans and has issues he would like addressed.

The board discussed the use that was previously approved when DIRECTV applied for the original site plan and the board agreed that they are not changing the footprint and that it didn't appear staffing levels or usage is changing. Mr. Mertz advised this appears to be a normal progression of the structure to make it more comfortable for personnel.

There was discussion on whether this could be handled through an expedited site plan review, with inputs from Fire and Police Departments. Mrs. Lucas advised that the board could review the site plan criteria to see if any kind of site plan review would even be necessary, though the board could still require review by Fire and Police.

Upon review of the criteria the board determined that Fire and Police should review the plans for Life Safety issues, but that no site plan review would be necessary. Mr. Levin advised they would submit a building permit with letters of support from Fire and Police. Mrs. Lucas advised that the permit would likely require an Occupancy Permit.

**OTHER BUSINESS:**

Mr. Kettenring advised he will not be in attendance at next month's meeting.

Mrs. Lucas advised that New Hampton School has requested a special meeting with the Selectmen, Planning Board, Conservation Commission, Heritage Commission, and Historical Society. She said the training room, at the Fire Department, is available on Monday, July 23<sup>rd</sup>, at 7:00 PM, which is the date they're hoping for. They will be discussing Meservey, the brick building between the new building and the administrative building. Mrs. Lucas advised that they might mention a possible future dormitory and that the school will be using Ward D'elia as the architect. She said this will be a conceptual meeting to get feedback from the boards and commissions.

Mrs. Lucas advised that Health & Human Services is requiring forms that NHS must submit relative to creating a private school health facility after Dr. Kistler's office vacates the premises. She advised she is trying to contact LRGH relative to finding out what modifications to the Exit 23 Plaza may take place to accommodate a New Hampton medical facility, possibly in the area where Birkenstock was previously located. She said it was planned to be open on Saturdays, to the public, and they plan to expand the services that were previously on the NHS campus.

Mrs. Lucas advised she and Mrs. Leadbeater, are continuing to look for financial institutions to locate in New Hampton.

**ADJOURNMENT**

Motion to adjourn was made by Mr. Irvine, and by Mr. Mertz. Vote was unanimous. The meeting was adjourned at 7:52 p.m.

Respectfully submitted,

Pamela Vose