

**TOWN OF CHARLESTOWN
PLANNING BOARD MEETING
MARCH 20, 2018**

Members Present: Robert Frizzell (Chair); Sharon Francis (Vice-Chair); Richard Lincourt, Doug Neill, Rose Smith-Hull, Thomas Cobb (Ex-Officio)

Alternates Present: No alternate members were present.

Staff Present: Travis Royce – Planning and Zoning Administrator

CALL TO ORDER: Mr. Frizzell called the meeting to order at 7:00 PM. He noted that the newly elected regular member, Mr. Terry Spilsbury, was unable to attend this meeting. No alternate members were present. Mr. Frizzell advised that meetings are recorded and asked anyone wishing to speak to identify themselves for the record.

APPROVAL OF MINUTES OF MARCH 6, 2018:

Mrs. Smith-Hull moved to accept the Minutes of the March 6, 2018, Planning Board meeting, as presented. Mr. Lincourt seconded with the following corrections: Page 3: under Directions on Boundary Adjustments – after first sentence add “He was asked to draft procedures for consideration by the Planning Board, and had emailed them to Roger Thibodeau” Page 4: top – change date from “March 7” to “March 6”. Under Conservation Commission, change “Mr. Lincourt had noticed logging was being done on the Reservoir lot. Before the loggers are finished for the season there are some dead ash trees that should come down before next winter” to “Mr. Lincourt had noted logging was being done on the Reservoir lot. The loggers are finished for the season but there are some dying ash trees that should come down on Old Acworth Stage Road, a scenic road.” In the motion change “old” to “dying” ash trees. With five members in favor, the motion and corrections were approved. Mr. Cobb abstained as he was not present at this meeting.

DUSSAULT PROPERTY MANAGEMENT, LLC. – Applying for a Site Plan Review to convert a single family home into a 3 unit apartment building, 38 Sullivan Street (Map 117, Lot 097). The lot is located in Zone E (Mixed Use). Mr. Griffin Dussault would like to convert a single family home into a 3 unit apartment building at 38 Sullivan Street. Mr. Frizzell mentioned the PB members will be looking at parking. According to the plan it appears there will be a doubling of vehicles in the parking spaces. Mr. Dussault said there will be two 9’ x 18’ parking spaces for each apartment. Mr. Lincourt noted cars off Cummings Street will be parking next to the existing garage where ice and snow will come off the roof. Mr. Dussault will do whatever needs to be done. He wants to leave a space by the garage. Mr. Cobb mentioned there is no entrance off Sullivan Street. Mr. Dussault has not yet applied for a Driveway Permit. Mr. Frizzell said before this Site Plan is approved the PB will need that permit.

Mr. Frizzell opened the meeting to abutters. Mr. Royce had received a letter from Ms. Gayla Aiken who was unable to attend this meeting. She questioned with families having two cars where will children play. Will Mr. Dussault replace the fence that was there before? What about

animals? Will they have several barking dogs, etc. Mr. Dussault replied dogs might be allowed. There is a yard for the children to play in.

Mr. Frizzell asked about outside lighting. Mr. Dussault said there is a light on the front and back porches. Mr. Neill mentioned dimensions on the Cummings Avenue side are missing and should be added. Mr. Frizzell advised the Driveway Permit is missing, the plan should show dimensions on the Cummings Avenue side and lighting needs to be shown on the plan. This property is on Town water and sewer. Mr. Lincourt would like Mr. Dussault to consider what he will do about the snow and ice coming off the garage and make a report at the next meeting.

Mrs. Francis moved to accept this Site Plan application for Dussault Property Management, LLC as complete. Mrs. Smith-Hull seconded. With six members in favor, the motion was approved.

This application will be continued until the next regular meeting on April 3, 2018.

SPRINGFIELD MEDICAL CARE SYSTEMS, INC. – Revised Landscaping Plan – 250 CEDA Road, Map 105, Lot 029 – Zone F-1 (Industrial/Business). Mr. Mark Blanchard distributed copies of a drawing that shows what the former forest area looks like today and what it will look like in one year and five years. On the back side of the drawing, toward Mr. Nadeau's property, there is a stake with an orange tag on it. They did clean-up the property in the fall, removed big chunks of wood and they hope to plant trees in the spring. The snowmobile trail was moved to the other side; it seems to have worked out very well. It is signed well and did not bother the Medical Building at all. There is a walking trail where the snowmobile trail was. Employees and the public enjoy the path. Mr. Crainich sees no reason for trees by his property; it is fine the way it is.

Mr. Albert Nadeau would like to see a few maple trees. Overall he is happy with the proposed plan. Mr. Royce talked to Mr. Myron Domingue is happy with the white pine selection. Mr. John Bruno, former PB member, feels this plan works but he is disappointed in the late response from the Medical Care System.

Mrs. Francis talked about the applicant's proposal to put in 16 pine trees. They were supposed to replace the forest. The number does not add up for her. It is a violation of what the PB approved. Mr. Frizzell noted underbrush can grow because the other trees were cut. Mr. Roger Thibodeau feels the new trees will grow; it will be a forest again. Mr. Nadeau said this was a huge change from what it was but the applicant is trying to make amends; the forest will come back. Mr. Cobb mentioned the PB and applicant are coming toward a resolution. His frustration is what was agreed on was violated. It took over a year to get to this point. This will affect the way this PB looks at future projects. Mrs. Francis thinks, as a good-faith effort and to provide better screening, the PB asks for 48 trees rather than 16. It would be up to the applicant's landscaper to position them accordingly. Mr. Blanchard noted the 16 trees were to be 6-to-8-footers.

Mr. Bruno suggested a motion might include that the area to be designated on the plan as not to be cut/disturbed be maintained in a natural vegetative state so it will not be disturbed as the area

should be allowed to grow up. If any trees that are planted will die within five years they be replaced. Mr. Blanchard said they will maintain the walking path; mow it about two times a year.

Mrs. Francis moved that the forest which has been removed be replaced by the applicant with at least 48 trees, a mixture of hardwood and softwood, that would be scattered in the area and grow over time without harming the path that is already being used. That area be allowed to re-grow and planted trees be 6-to-8 feet tall. Should any planted trees die in the first five years they be replaced. Mr. Cobb seconded.

Mr. Nadeau stated 48 trees will be too much. It was too densely wooded. They want spacing for the trees. 16 trees may not be enough but 48 is too many. Mr. Lincourt does not know what the magic number is for the trees but he feels it would be pre-mature to say 48 without knowing where they would go. The important thing is the trees provide proper screening for abutters.

Mr. Cobb amended the motion that the 16 white pine trees that are proposed be planted in the positions shown on the plan and the rest be planted at the discretion of the landscaper; scattered around.

Vote in Favor of Motion: Mrs. Francis, Mr. Cobb, Mrs. Smith-Hull

Opposed: Mr. Neill, Mr. Frizzell

Abstained: Mr. Lincourt. The motion and amendment passed.

LEONA E. FISK, TRUSTEE OF THE LEONA E. FISK 2011 REVOCABLE TRUST – 100 kW Solar Array Installation, Map 235, Lot 003, South Main Street – Zone E (Mixed Use).

Mr. Will Davis from Horizons Engineering and Mr. Troy McBride from Norwich Solar Technologies were present. They are representing the Leona E. Fisk, Trustee of the Leona E. Fisk 2011 Revocable Trust. Norwich Solar Technologies plans to purchase the property from the Trust. Mr. Frizzell felt there should be clarification on the Trust as Leona Fisk passed away. Mr. Royce spoke with Ms. June Tracy who is aware of the purchase and is a Trustee. Mr. Frizzell would rather see a signature as opposed to a stamp on applications. Horizons submitted a letter for this supplemental project description. Mr. Davis advised this project is off lower South Main Street. The project site is approximately 7 acres; the entire parcel is 32 acres. The project also includes a 10' wide mowed access path and approximately 50,000 square feet of tree clearing. Tree stumps will remain in place except where removal is required for foundation and underground conduit in an effort to reduce ground disturbance. Ground disturbance will not exceed 1 acre. This solar array is close to a sub-station and transmission lines. Mr. Davis explained the site plan. There will be no structures except for a box. There is frontage for the property. Mr. Royce had a call from Mr. Greg Walsh of New England Power who claims they own the roadway and the property across the street. Mr. Royce said there is a Deed and reference to the Town voting to convey that road. Mr. Walsh is more than willing to work with the property owners to provide legal access but that will take some time. Mr. Frizzell noted this property has access from East Street Ext.

Mrs. Smith-Hull questioned why are they doing this. Mr. Davis explained this is to provide clean energy to Liberty Utilities customers. Charlestown will probably tax the array which will

be a benefit. Mr. Frizzell asked if this array will be visible from the railroad over-pass. Mr. Thibodeau mentioned if someone is driving down Route 12, going over the over-pass, you can barely see the top of the sub-station.

Mr. Frizzell opened the discussion to abutters. Mrs. Patricia Pacini, abutter, asked what she would be looking at. Mr. Davis said it would be the same unless she hiked into the area. Their access would be on the right side of the power sub-station. It should not increase nor decrease the value of her property. Panels are 3-feet off the ground; 10-feet on the backside.

Mr. Bill Sullivan suggested they clearly identify the area with markers so abutters know where they are going. Ms. Bethany Lanou asked what type of equipment will be there. Their concerns are the road and traffic. Mr. McBride replied there will be one arrival of equipment and removal of the logs after they have all the permissions from the State and National Grid. There are not a lot of valuable trees. Solar panels will be one delivery with light traffic after that.

Mr. Dan Montroy asked what the PB would do if they did an over-cut of trees. Mr. Frizzell said if they over-cut they will have to make it up somehow. Mr. Bruno asked if there was a requirement to post a Bond for an over-cut. Mr. Cobb noted this looks like a win-win situation. Mr. Bruno felt a condition could be that fencing be put in as a limit of cut; anyone would pause to cross that area. Mr. Davis stated that Norwich is very conscientious of their sites. They are a clean-energy company.

Mrs. Smith-Hull moved to accept this application as complete for the Leona E. Fisk, Trustee of the Leona E. Fisk 2011 Revocable Trust, as presented. Mrs. Francis seconded. With six members in favor, the motion was approved.

Mrs. Francis advised they need the fence around the cutting area. Mr. Cobb said they will need a Driveway Permit from Mr. Weed. When the road is posted the Town will require a Bond. Mr. Lincourt suggested scheduling a site visit as soon as the snow is gone. Mr. McBride said they do not have to wait for the snow to be gone to do a site visit but walking the site will be difficult. They could meet at the bottom, point out areas being questioned and people could walk the site if they choose to do so. Mr. Royce asked if it would be possible for the applicant to place something on the site (a balloon) to see if it is visible from Route 12 as opposed to a site visit. Mr. Bruno suggested doing something at a few key views and be able to see what they can from two or three of the sites; see the elevation of the site. Mr. Lincourt is concerned with what they are doing for access and what abutters will see. Mr. Cobb said the applicant should delineate the access points and area to be cut. Mr. Frizzell suggested everyone can go there as individuals and look at the area. There should be a marking around where the applicants will be cutting.

Mr. Frizzell advised this application will be continued until the PB meeting on April 3, 2018.

PLANNING & POLICY ISSUES:

PB Meetings: Mr. Neill feels PB members should be consistent in how all applications are processed. Mr. Bruno agrees. If it is a small project it would be okay to do both completeness and final approval in one meeting but other applications should be consistent with two meetings. Mr. Royce recommended zero public comments before an application is determined as complete. Mr. Bruno suggested acknowledging the applicant has provided whatever is on the checklist but discuss the merits after completeness is determined. Mr. Thibodeau feels final approval should not be granted until the PB gets all the required documentation.

Solar Arrays: Mr. Lincourt suggested Mr. Royce reach out to other towns to see what their policy is for handling solar arrays. He will contact the Upper Valley Lake Sunapee Regional Planning Commission to ask for information they have.

Blasting: Mr. Albert Nadeau reported that Whelen Engineering did a lot of blasting when they were putting up the new building. He had no idea this was going to happen. Abutters and neighbors should be notified in advance of any blasting.

Sign Permits: Mr. Royce has a Sign Permit application for sandwich signs the Boy Scouts would like to place in five locations for a fundraiser dinner. There was a consensus that signs can be put up 14 days prior to the event but must be taken down 2 days after the event.

Lot Line Adjustment: At Mr. Neill's suggestion it was agreed to discuss the Lot Line Adjustment issue at the next PB meeting.

ADMINISTRATION & CORRESPONDENCE:

Resignation - PB Member: Mr. Frizzell advised that about a month ago the PB received a resignation from Mr. John Bruno. He will be moving to another town.

Mrs. Smith-Hull moved to accept Mr. John Bruno's resignation with regret. Mr. Lincourt seconded. With six members in favor, the motion was approved.

Alternate Members: Mr. Royce pointed out that Alternate Members are appointed for one year therefore this needs to be done at the next meeting.

ADJOURNMENT:

Mrs. Smith-Hull moved to adjourn this meeting. Mr. Neill seconded. With six members in favor, the meeting was adjourned at 9:40 PM.

Respectfully submitted,
Regina Borden, Recording Secretary

(**Note:** These are unapproved Minutes. Corrections will be found in the Minutes of the April 3, 2018, Planning Board meeting.)