

**DEERFIELD PLANNING BOARD
DEERFIELD, NH
OCTOBER 10, 2012**

MINUTES OF MEETING

PRESENT: Fred McGarry, Chair, William Perron, Peter Schibbelhute, and Lisa Wolford, Board Members. Also present, Planning Consultant Gerald Coogan and on call recording secretary Katie Libby.

7:10PM Chair McGarry called the meeting to order.

APPROVAL OF MINUTES

William Perron moved to approve the minutes of September 12, 2012. Lisa Wolford seconded. The following corrections were made to the minutes:

Page 3, last paragraph replace “jurisdiction” with “authority” and correct to “...authority to deny an application if parties agree to the adjustment.” Page 4, paragraph 2 should state “Chair McGarry clarified, based on the circumstances, whether Mr. Spellman would like a continuation.”

Page 3, paragraph 4, strike “that”, close sentence with a “?”.

Page 4, paragraph 6, strike “row feet”, replace with “foot wide right of way...”

Chair McGarry called for a vote, the minutes are approved as amended unanimously.

UNFINISHED BUSINESS

Chair McGarry presented a memo from Town Finance Director Jan Foisy, regarding the close out of Escrow Accounts where the corresponding project has been completed.

William Perron moved the release of funds from and close the following Escrow accounts:

Christina Realty Trust (\$32.89)	Demers (\$1,221.60)
Cingular Wireless (\$842.09)	Iebba (\$1,243.20)
Curtis Engineering (\$782.11)	Jambco/Road Bond (\$2,490.89)
David Pelletier (\$80.82)	Peter Barry (\$578.99)
DBL Property (Bush) (\$40.14)	Remillard (\$2,353.89)
Defranzo (\$1.05)	Thibeault (\$1,221.79)
George & Jenni Simon (\$558.10)	Tylincan (Sharon) (\$885.33)
Gianitsopoulos (\$22.28)	

Peter Schibbelhute seconded. Chair McGarry called for a vote, the motion is approved unanimously.

Chair McGarry referred the Board to an email regarding two upcoming workshops. The ZBA will be hosting a session on November 5th, and there will be a Planning Board workshop on November 12th for anyone who is interested in attending. Chair McGarry plans to attend the meeting on November 12th and Lisa Wolford noted that she may go to the Local Government Center to sit in on their upcoming Planning Board Procedures and Revising Ordinances work sessions.

Chair McGarry informed the Board that he has a copy of the most recent “Town and City” for anyone interested in reading it.

The Board is in receipt of a letter from PSNH inviting Chair McGarry and/or the entire Board to tour the substation and discuss lighting. Gerald Coogan noted that if the entire Board were to attend, that would need to be open to the Public, and he does not believe that was PSNH’s intention. Lisa Wolford does not

feel that PSNH has adequately responded to the inquiry regarding lighting concerns at the substation and does not believe a field trip will work to resolve the issue at hand. Chair McGarry confirmed that a follow up letter will be sent to PSNH asking them to specifically address the lighting questions that were previously asked. Gerald Coogan will research historical Planning Board Minutes to confirm the PSNH policy and what has or has not been approved regarding lighting during emergency work times.

NEW BUSINESS

The Board is in agreement to recommend the appointment of Fred McGarry to the Southern New Hampshire Planning Commission for another term. William Perron moves to nominate Chairman McGarry to this position and to forward the Board's recommendation to the Selectmen for appointment. Peter Schibbelhute seconds. Chair McGarry called for a vote, the motion is approved unanimously.

7:30 PM ROLLINS EXCAVATION: STEVE ROLLINS, NELLIE ROLLINS AND EARL SANDFORD OF SANDFORD SURVEYING AND ENGINEERING INC.

Chairman McGarry opened discussion, intending to go line by line through a list of nine discussion items communicated to Mr. Rollins by Gerald Coogan. Mr. Sandford and Mr. Rollins presented a proposed site plan with the revision date of 9/24/2012. The first item for discussion was the lack of adequate landscape screening per the approved plan. Mr. Rollins' newly proposed plan would call for a wider spacing of trees at 20 feet off center along the front of the property, differing from the required 10 feet off center in the original approved plans. His intention is to make the area more open and visually appealing as his hope is to operate a Landscaping Supplies Wholesale Distribution business at the front of the property. Mr. Sandford pointed out that there will be a full survey effort required by the State in July of 2013 and that, as much as possible, they would like to coordinate the efforts in order to please both the State and Local Planning Board with one presentation.

Chairman McGarry was concerned with the talk of the proposed Landscaping business. He feels that there are two very separate and distinct issues and that the Board, together with Mr. Rollins, needs to first address the deficiencies with the current plan before beginning the process of reviewing an entirely new plan for business operations. Mr. Rollins suggested ignoring the Landscaping Plans for now, until they are prepared to present a full plan to the Board. Regarding the screening at the front of the property Chair McGarry requested that Mr. Rollins present the Board with a specific detailed plan, including tree height, diameter, and the species that will be planted.

For the sake of coordinating efforts and not duplicating work, Mr. Rollins suggested presenting the screening specifics to the Board in conjunction with his plans to establish a Landscaping Business. William Perron agreed that, where the planting of the trees would not be done until Spring, that the idea of waiting to present the landscaping plan in conjunction with any other business related request sounded acceptable. Both parties agreed that the information should be brought before the Board no later than January 2013 to allow adequate time for review and the scheduling of any necessary Public Hearings. Lisa Wolford noted that the process may take longer than expected, depending on the variables involved. Chair McGarry stressed that the plan need to be thorough, identifying items such as signage, lighting, permanent separations (i.e. bins) parking, etc in order for the Board to find it satisfactory and for the process to run smoothly. Nellie Rollins requested clarification, if they are selling only products taken off the land, was there a need for a new plan or no? Chair McGarry responded yes, anytime the design and use varies from the approved plan on file then a new site plan will need to be submitted, reviewed and approved.

Discussion moved on to item number two, regarding the area of the pit currently opened for excavation versus the two-acre area for which a bond is posted. Steve Rollins confirmed that, based on Sandford's surveying there is less than two acres currently open.

Item three; Chair McGarry asked if the pond area is at finish grade, and Mr. Rollings confirmed yes. Chair McGarry requested that the Sandford site Plan be revised to show what portion of the plot is at finish grade.

Item four, regarding the placement of the berm, the Board agreed that this deficiency no longer applies.

Item five, regarding the continued long term parking of a large truck not owned by the Rollins at the front of the site. Nellie Rollins noted that the reason for parking out front was that they were trying to be considerate of the neighbors near the back of the property near the pit. As there are no houses in the immediate area at the front of the property and that these trucks leave at odd hours, sometimes starting up at 4:30 in the morning, they felt they were being better neighbors by parking them there. Chair McGarry noted that the issue is they are not part of the operation and that they are unsightly. He referred to the 60 foot parking and refueling pad approved on the original plan and advised that any and all parking needs to be done in that area. Should the area move, Mr. Rollins needs to communicate that to the Board. Mr. Rollins will communicate with the drivers of this equipment asking them to move the trucks back into the pit out of site, but noted that he does not see them frequently and asked for thirty days to accomplish this.

Item six, regarding excavation beyond the area noted on approved plan of March 14, 2007, Chair McGarry confirmed that this was covered in the new plan.

Item seven, regarding the status of the retail/wholesale facility for the sale of landscape materials, this discussion will be postponed until full presentation is made by Mr. Rollins on or around January 2013.

Item eight, regarding the State Permit and Information Requests, Mr. Rollins confirmed that all requested materials have been provided to the NH DES.

Item nine, as to when the Board might expect to receive a revised updated site plan to show the proposed changes, Mr. Rollins anticipates this will be done no later than January. Mr. Sandford requested leniency of the Board to do a rough schematic, with the understanding that a full ADT will be completed for July 2013. Chair McGarry clarified the expectations of the Board that a new plan will include a screen tree plan, stating size, width, species etc, will address the expanded limit area at finish grade, and will full address parking, lighting, signage etc. The Board was in agreement that a December 20th submittal deadline is appropriate in order to notify the public abutters for a Public Hearing at the January 9th meeting.

OTHER BUSINESS

Regarding the 2013 Amendments to Zoning: Section 330, Pleasant Lake Watershed Ordinance, Lisa Wolford commented that she feels Rick Pelletier should be asked to attend to offer comments regarding the enforceability of ordinances. Chair McGarry will schedule a time to connect with Rick at or before the next meeting and the discussion will continue at that point in time.

WILLIAM PERRON MOVED TO ADJOURN, ALL IN FAVOR, THE MEETING WAS ADJOURNED AT 9:15PM.