

**TOWN OF FARMINGTON  
PLANNING BOARD MEETING  
Tuesday, August 7, 2012  
356 Main Street, Farmington, NH**

**Board Members Present:** Paul Parker, Charles Doke, Cindy Snowdon

**Selectmen's Representative:** Charlie King

**Board Members Excused:** Glen Demers, David Kestner

**Town Staff Present:** Director of Planning and Community Development Kathy Menici,  
Department Secretary Bette Anne Gallagher

**Public Present:** Director of Public Works Scott Hazelton

**At 6:07 pm Chairman Parker called the meeting to order and all present stood for the Pledge of Allegiance.**

**BUSINESS BEFORE THE BOARD:**

- **Pledge of Allegiance**
- **Review and approve Meeting Minutes of July 17, 2012**

*Charlie King motioned to approve the Minutes of July 17, 2012 as written; 2nd Charles Doke. Motion carried with 3 in favor and 1 abstaining.*

- **2012 Work List**
- **Discussion of Community Planning Grant and continued review of the Subdivision Regulations**

Chairman Parker said the Board had previously discussed five items for the 2012 work list but with two members not in attendance tonight he thinks it would be difficult to proceed. Planner Menici said she had six items the Board had actually discussed and since it is August time is passing quickly for the Board to accomplish everything discussed for this year. She said the review of both subdivision and site plan regulations will be addressed through the community planning grant. The Board has already done a lot of work over the last few months on the subdivision regulations and the review of the site plan regulations can be combined as it is closely related. Chairman Parker said at the last meeting the Board decided to hold off and when the consultant is chosen let him/her have an opportunity to review the regulations. Planner Menici said one of the discussions she'll have with the consultant will be to let him/her know what the Board has already accomplished and provide the draft to date as well as the applicable minutes and ask for input on whether the Board should finish the review and then provide the final draft to the consultant. She said at this point it makes sense to hold off and wait for the consultant's opinion. The Chairman commented that the Board is close to the end and could finish quickly but will hold off.

The Planner said the time frame for RFQ submission is short with the deadline being tomorrow, August 8<sup>th</sup>. New Hampshire Housing provided a standard form RFQ that she amended for Farmington's needs. The Planner said that the Board should have the consultant's opinion by the Planning Board's September 18<sup>th</sup> meeting.

Planner Menici reminded the Board that changes to the regulations are within the Board's purview with proper public notice. However, zoning amendments have definite dates for public hearings and she recommended that the Board's time would be better spent on issues that affect the zoning ordinances.

***Charlie King motioned to continue the discussion on the Planning Grant and subdivision regulations to September 4<sup>th</sup>; 2<sup>nd</sup> Charles Doke. Motion carried with all in favor.***

Planner Menici said she was hoping that tonight the Board would prioritize the remaining items: Signage, mobile home standards, Section 4.0 (wetlands, waterfront and aquifer), multi family density pertaining to condo conversion and rear lot development.

Chairman Parker asked if fluvial erosion would be part of the discussion on Section 4.0. The Planner said fluvial erosion is separate although it is a waterfront issue in terms of a river or stream but not in terms of a lake such as Baxter.

Planner Menici said from staff's perspective the areas the public has the most questions on are signage, rear lot development, and wetlands. Waterfront and aquifer questions are less frequent. The areas of mobile home standards and multi family density with regard to condo conversion were brought up by the Board.

The Planner said that with regard to the first four issues, she and CEO Roseberry have talked extensively as questions have come up and are close to making recommendations. She'll speak with the CEO and have bullet points ready for the Board at the next workshop meeting.

It was felt that with staff and the Board working in tandem all issues could be covered. Priority will be:

1. Signage
2. Mobile home standards
3. Rear lot development
4. Wetlands

***Paul Parker motioned to continue the discussion on the work list to the September 4<sup>th</sup> meeting; 2<sup>nd</sup> Charlie King. Motion carried with all in favor.***

***Charlie King motioned to table all remaining Board Business to the end of the meeting; 2<sup>nd</sup> Paul Parker. Motion carried with all in favor.***

### **PUBLIC HEARING - 6:30 pm**

**In accordance with RSA 231:158, II, the Town of Farmington Public Works Department requests a public hearing with the Planning Board to obtain the Board's consent to allow the removal of designated trees on Poor Farm and River Roads. The reason for removal of trees is to allow for the proper winter and summer roadway maintenance in the designated areas. Poor Farm and River Roads are designated scenic roads by the town.**

DPW Director Scott Hazelton was in attendance to address the tree removal. Chairman Parker requested more information from him.

Before Director Hazelton was able to speak, Brian St. Onge, a resident in attendance, said he felt it was an illegal meeting because the public had been given no information relative to which trees would be removed. Mr. St. Onge said no trees had been marked on Poor Farm Road and questioned how an intelligent discussion could be held.

Chairman Parker said the DPW Director would give his presentation and then the meeting would be opened to public comment. He added that proper procedure required giving Director Hazelton an opportunity to speak.

Director Hazelton said earlier this spring he had marked the trees on both Poor Farm and River Roads with green flags and a painted orange "X". He stated that based on those markings contractors bid on removal. He then went to the Conservation Commission for their review. By letter dated June 13<sup>th</sup>, the Conservation Commission stated they had no concerns but asked for best management practices to be used.

The trees designated for removal are either dead/damaged or if healthy have been hit numerous times by plows during winter snow removal or are within the ditch line and impeding storm water from flowing properly. He explained that the lack of a straight ditch line can become a safety hazard over time.

The Director said that 76 trees in total had been marked for removal. Of these 12 are on Poor Farm Road, about 28 are on River Road and the remaining 36 are on Sheepboro Road which is not a scenic route. Charlie King said most of the flagging is still in place and the orange X's are visible from the road.

Chairman Parker commented that removal of so many trees seems to defeat the purpose of a scenic route. Cindy Snowdon expressed her concern about the removal of live, beautiful trees that are not identified so residents are unaware they are being removed. She asked Charlie King if anyone had come forward to object and he responded that no one had adding that residents may not know of the removal if some of the markings have disappeared.

Cindy Snowdon questioned why trees are being damaged by plows. Director Hazelton explained that over the course of years some trees have been hit by the wing plows and his concern is that a significant event will make these damaged trees come down on the roadway. The three criteria he considers are trees that are severely damaged/dead, growing in the ditch or hit extensively. Charles Doke said he understands that water could be forced to flow across the road instead of into the ditch and that some of the marked trees could impede the flow if they come down in winter.

Chairman Parker opened the hearing to public comment.

Brian St. Onge, a resident of Poor Farm Road stated that he did not see any flagging or orange X's and that he had both walked and driven down Poor Farm Road. In his opinion tonight's hearing was not a legal public hearing. He said the trees should be remarked and the hearing rescheduled. Director Hazelton offered to walk Poor Farm Road with him but Mr. St. Onge said that did not help tonight's hearing.

Mr. St. Onge said over nine years ago the Master Plan stated that Poor Farm Road was too wide and that it should be allowed to grow back. However, he said the road has gotten wider every year he's lived there and has actually moved beyond the tree line. He also commented that there are dead hemlocks across from his driveway that need to come down. He stated his opposition to taking down any trees to expand the ditch line.

Ed Keith of 154 River Road complimented Director Hazelton on the good job he has been doing on River Road this summer. He has seen the marked trees and noted that some are dead and there are some live ones that will be dead soon. Some on the edge of river bank will not be standing much longer.

Charlie King said he hopes there is time for the Director to remark the trees and to reschedule this hearing to the Boards' meeting on August 21<sup>st</sup>. This will give residents the information they need and also provide an opportunity for Board members to view the trees. He stated it is important for the Board members to be fully informed so a resident's concerns can be understood.

Director Hazelton said he would take care of remarking the trees on Wednesday. He will also notify the contractor that removal will be postponed. The Chairman said a good point was made that the road is getting wider each year. The Director said it is not his intent to widen the scenic roads and has not done so since he has been in Farmington. In contrast, Charlie King noted that some areas on Sheepboro are minimal on width and need widening but that is not a scenic route. Charles Doke remarked that it is important to give Mr. St. Onge a chance to see the marked trees so there won't be any question about which trees being removed.

The Board briefly discussed the Agenda for August 21<sup>st</sup> to make certain there was room to continue the public hearing to that date.

Since there were no further remarks, Chairman Parker closed the hearing to public comment.

*Charlie King motioned to continue the Public Hearing to allow the removal of designated trees on Poor Farm and River Roads to August 21<sup>st</sup> to allow for remarking trees and to give both the public and the Board an opportunity to view the trees being considered for removal; 2<sup>nd</sup> Charles Doke. Motion carried with all in favor.*

- **Fluvial Erosion grant program Strafford Regional Planning Commission**

Chairman Parker asked for an update on the fluvial erosion grant. Planner Menici said she is waiting for a decision from the Board as to whether acceptance of the grant would be beneficial to the Town so a recommendation can be made to the Selectmen. Acceptance of the grant will require a match from the Town not in cash but in kind requiring the attendance of staff, Board/committee members, elected or appointed Town officials and members of the public at sessions organized and presented by SRPC that will discuss how the Town can effectively deal with these issues. Planner Menici said the field work is already done and she was surprised at the number of areas in Farmington that are exhibiting fluvial erosion.

The Planner explained that prior to release of the data SRPC had reached out to Dover but then realized there was a significant problem in Farmington and none in Dover. Preventing fluvial erosion would fall under the waterfront protection district and changes could be made to Section 4.0 to minimize fluvial erosion. In turn, this would mean changes to shoreline Zoning Ordinances, subdivision and site plan regulations. Last year there was an erosion issue at the Farmington Country Club that was impacting the golf course and had to be rehabilitated. Participation in the grant would give the Town the necessary information to develop regulations to prevent erosion issues. Chairman Parker commented that controlling erosion is very important to Farmington's future.

Charles Doke said that during significant storms residents on High Street to Central Street have lost parts of their property. He is aware that Tappan, High and Central residents have asked to have property lines moved to reflect the loss.

The Planner said that there has also been erosion on Paulson Road near the Pike excavation site. She added that participating in the program could open up grants for best management practices to control erosion in these areas in the future.

The Board consensus was in favor of making the recommendation and Planner Menici asked that they put this in the form of a motion.

***Charles Doke motioned to make a recommendation to the Board of Selectmen to accept the fluvial erosion grant program funds from Strafford Regional Planning Commission; 2<sup>nd</sup> Cindy Snowdon.***

***Discussion:*** Cindy Snowdon asked if the Board needed to include a commitment as to the number of meetings. Planner Menici said there was no set number but it was important to know that there is no cash match required, only the time commitment from staff, Board/committee members, elected or appointed Town officials and members of the public. Conservation Commission members and residents who live in the areas affected may want to learn what can be done to minimize instances of fluvial erosion. Planning Board members would benefit from learning about possible regulatory changes. Cindy Snowdon asked if there are a number of hours that must be matched. The Planner said it would work out to between \$1,200 and \$1,500 of volunteer time but no cash. The information will be put on the Town's website and staff will determine what residents are impacted and send notification of the meetings by first class mail.

***Motion carries with all in favor.***

- **Request for two members to join CIP Committee**

A request has been made for two Planning Board members to serve on the Capital Improvement Plan Committee. Due to the power failure at the Board's last meeting this topic was continued to tonight. Chairman Parker attended the CIP Committee meeting held in July on behalf of the Board and is willing to volunteer to serve permanently but Glen Demers and Charles Doke also expressed interest. Both a regular and alternate member are needed. Meetings will be held on the first Wednesday of each month at 5:00 pm. The next meeting is August 22<sup>nd</sup> and the following meeting is September 5<sup>th</sup>. The Chairman suggested that this discussion be continued to the August 21<sup>st</sup> meeting to allow Glen Demers to weigh in. Charles Doke stated that the CIP Committee is very important to the Town.

***Paul Parker motioned to continue the discussion of appointing regular and alternate members to the CIP Committee to the August 21<sup>st</sup> meeting; 2<sup>nd</sup> Charles Doke. Motion carried with all in favor.***

- **Poster Project**

Charles Doke was asked if he had a status on the Poster Project for the Board. Mr. Doke said he did not; he had volunteered to coordinate, but the Board's last discussion concerned who would participate and how to conduct the competition but no decisions had been made. Planner Menici said she thought the Board had decided the project should be handled through the schools and not the Rec Department. Charles Doke said he didn't think the discussion had made it that far.

Chairman Parker read from the June 19<sup>th</sup> minutes regarding age groups and the suggestion to include home schooled students. The proposed deadlines of August 21<sup>st</sup> for the public announcement and October for submissions were reviewed as well as the suggestion that this should be a civic event not a contest for a

monetary award. The award would be a plaque presented at a Board of Selectmen's meeting with coverage on television and printed in Fosters, the Granite State News and the Puddleduck Press.

After discussion, Charles Doke suggested that since the Board had a member who works for the schools she might be interested in coordinating this project.

***Charles Doke motioned that Cindy Snowdon should be coordinator with the schools for the Poster Project 2<sup>nd</sup> Charlie King. Motion carried with all in favor.***

It was also decided that the groups would be organized by grade level across all four schools: K to 3, 4 to 6, 7 to 8 (Jr. High), and 9 to 12 (High School). It was decided that trying to include home schooled children would be too complicated given the time constraints. Staff was asked to come up with a nice award certificate that would be signed by the Board of Selectmen. The winner will be chosen by the Planning Board and announced and presented by the Board of Selectmen during an award ceremony held during one of their meetings.

Cindy Snowdon reminded everyone that the school system includes Middleton students. Chairman Parker said the subject is volunteerism and to let people know about volunteer opportunities for town boards and that applies to all communities. Planner Menici said she would call Middleton and ask if they want to have their students target volunteerism in their town and prepare a civic award for their students to be presented along with the Farmington award.

The suggestion was made that the Board should have all submissions by October 2<sup>nd</sup> and awards made by October 16<sup>th</sup>. Cindy Snowdon will find out from school if this is enough time and Planner Menici will check with Middleton. School starts the last week of August. Charles Doke suggested that everyone try to have answers by the August 21<sup>st</sup> meeting so the information can go out to the public.

Chairman Parker asked that this be put on the Agenda for August 21<sup>st</sup>.

***Charles Doke motioned that the Poster Project be put on the August 21, 2012 Agenda for further discussion; 2<sup>nd</sup> Cindy Snowdon. Motion carried with all in favor.***

- **Any other business to come before the Board**

Planner Menici said the most recent construction schedule for Richards Way was included in the Board's packets. The Planner said after some discussion with the owner and FST it was agreed that another column would be added. For instance, the June schedule had beginning and end dates that were postponed and she asked for revised end dates so staff and Board could better track progress.

Charlie King asked if the owner and developer would be at the next workshop meeting. He did not feel the contractor will be on target. The Planner suggested they wait for the next update and then schedule for September 4<sup>th</sup>. Charlie King said at that point, according to the schedule, everything should be done except for four items: the cistern, pavement marking paint, binder course on Phase 2 and final pavement on both Phase 1 and 2. It was decided that the Planner would make the decision to have FST present only if there are outstanding issue based upon FST's reports and the updated construction schedule. If the end dates keep getting revised then FST will be needed on September 4<sup>th</sup> but if they are changing to completion dates than FST will not be needed unless there are issues identified by FST.

Chairman Parker commented that the municipal law lecture series flyer was informational for the Board members and anyone interested in registering should let staff know.

*At 7:38 pm Charlie King motioned to adjourn the meeting; 2<sup>nd</sup> Charles Doke. Motion carried with all in favor.*

Respectfully submitted,  
Bette Anne Gallagher, Department Secretary

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Chairman, Paul Parker