

Present: Vice Chair Jack Karcz, Members Jack Downing, Andy Kohlhofer, Roger Barham, and Tom O'Brien, Building Inspector Rick Foye, RPC Senior Planner Jenn Rowden, and Land Use Administrative Assistant Casey Wolfe

Also Present: Anders Ragnarsson, Mike Rislove, Bill Gregsak, Thomas W. McGall, Denise Tomasi, Ben Glass, Matt Calabro, Brittany LaRose, Sheri Palazzo, Martin Ferwerda, John Chagnon, John Ratigan, Steve Bassett, Mary O'Brien, Felicia Augevich, Tim Lavelle, Darlene White, Robert Giegerich, Erin McCoutney, Glenn Wallace, Bill Jarmen, Denny Byrne, & David Rines

Mr. Karcz opened the meeting at 7:01 pm.

I. MINUTES

After an amendment, Mr. Kohlhofer made a motion to approve the minutes of August 16, 2017. Mr. Downing seconded the motion. The motion passed 5-0-0.

II. CONTINUED BUSINESS

Public Hearing for Marty Ferwerda who seeks a site plan amendment and lot line adjustment at Governor's Forest [Map 3 Lot 2]

Mr. John Ratigan introduced himself as Mr. Ferwerda's attorney. He stated that engineer John Chagnon has put together a new set of plans for the site plan amendment and the lot line adjustment. Mr. Chagnon guided the Board through the latest set of plans. The Northeast corner of the plan set shows the adjustments that were made to take care of the encroachment issues. The newly constructed house (house 18) in Governor's Forest is 30 feet from the side lot line. Mr. Barham commented that the new plans remedy the encroaching home to the Northeast but not the encroaching home to the Southwest. Mr. Chagnon stated that this adjustment is not on the plans at the time. Ms. Rowden stated that the encroaching mobile homes are ultimately a civil matter.

Mr. Barham had a question about the driveway to house 18 in Governor's Forest. Mr. Chagnon stated that the driveway is to the right on the utility pole and that it has not been depicted quite yet. He stated that the driveway could be drawn on the plans. Ms. Rowden added that the existing conditions should be shown on the plans. There was some discussion about where to put the driveway. Mr. Ratigan stated that the plan is for the driveway to be paved and for it to not infringe on the easement. After looking at page two of the plans, Mr. Barham asked of the access road is proposed to be pavement. Mr. Ratigan stated that the original site plan only required the road to be gravel.

Mr. Chagnon stated that the plans show both the original approval and the new proposal. The turning radius onto the access way from Witham Park should be the same either way. Mr. Karcz stated that he has not received comments from Ms. Rowden or Mr. Tatem. Ms. Rowden stated that she is seeing these revised plans for the first time this evening. Mr. Barham stated that he would like some comment from Mr. Witham. Ms. Rowden recommended that the Planning

Board should not take jurisdiction of the application tonight. Mr. Kohlhofer stated that he would like it stated in writing whether the original plan required the access road to be paved. Mr. Ratigan submitted to the Board evidence that it was originally only required to be gravel. Mr. Karcz felt that this should not matter because the site plan is getting amended. Mr. Chagnon stated that the proposed slope is about five percent and certainly no more than eight percent. Mr. Karcz commented that this is close to the limit. Mr. Chagnon agreed that this is close to the limit, however, this road is only intended for emergencies. Mr. Karcz stated that this application needs to be continued. Mr. Barham would like feedback from Mr. Witham. Mr. Kohlhofer made a motion to continue the hearing to October 4th. Mr. Downing seconded the motion. The motion passed 5-0-0. Mr. Ferwerda left at 7:25 pm.

III. NEW BUSINESS

Public Hearing for a site plan review submitted by Altaeros Energies who seeks to construct a Research and Development Center at 662 Main Street [Map 2 Lot 151-2]

Mr. Lavelle introduced himself and engineer Bill Gregsak. He also introduced the project to the Planning Board. The proposed Research and Development Center includes a hanger, a launch pad, a machine shop, and a road to access the site. Mr. Ben Glass, founder and CEO of Altaeros Energies, gave a summary of what the business would like to do in Fremont. Ms. LaRose passed out a slideshow packet to everyone in the room. Altaeros Energies is a start-up from the Boston area. The company was founded in 2010. The technology that they were working on originally involved a wind turbine on a balloon; however, the company has shifted its focus to the telecommunications sector. They would like to have a Research and Development Center to test their balloons that they have telecommunications equipment installed to. This site is solely for testing – it is not for permanent installation of a “super tower.”

The proposed hanger would be for assembling the balloon and the telecommunications equipment. When in the air, the balloon would be tethered to the ground. The balloon would be filled with helium and it should not move around too much. The project will create minimal noise and the site is expected to have 10 to 20 employees in the first year. The balloon will fly 800 to 850 feet in the air. Mr. Glass stated that the balloon may be in the air for weeks at a time. He will work with the Federal Communications Commission to make sure they do not interfere with any radio frequencies. Mr. Lavelle stated that they have received a variance from the Fremont Zoning Board for the height of the hanger. They would like to use the existing gravel road to get in and out of the site. The radius of the launch pad is bigger than it needs to be for testing purposes. Mr. Lavelle mentioned a drainage swale for storm events. He also stated that the construction area is already clear of trees. The machine shop will have a septic system, a well, and it will be heated. The hanger will not be heated but it will have electricity.

Mr. Lavelle went through the review letter from Stantec dated August 31, 2017 (see attached). Referring to items 1 and 2 in the letter, Stantec did not have any exception to the two waiver requests made by the applicant. The first waiver request was from Section 1.13 M of the site plan regulations requiring structures within 200 feet of the site to be shown on the plans. The second waiver request was from Section 1.13 T-6 of the site plan regulations requiring a traffic impact analysis. Mr. Lavelle felt that most of the comments from Stantec would be easy to address and

did not want to waste too much time talking about them in detail. He mentioned that item number 5 in the letter mentions a conditional use permit. Item 6 in the letter stated that the plans should show the entire property. Mr. Lavelle did not think that this is necessary due to the size of the property. Ms. Rowden felt that it would be good to know where the gravel operation is in relation to this site, however, it probably does not need to be fully surveyed. Mr. Lavelle said that he would add another sheet to the plan set.

Items 38 through 52 have to do with the drainage report. Mr. Lavelle felt that the state is responsible for going over this. They have been in dialogue with the Department of Environmental Services since before the project started. Ms. Rowden stated that the Town regulations are not more stringent than the Alteration of Terrain regulations. The applicant has to comply with the Alteration of Terrain. They will need to have this permit number on their plans to get them signed by the Town. Mr. Lavelle went through more of the comments. Referring to comment number 13, Mr. Lavelle stated that there will be other doors, but they will just open out to the lawn. Ms. Rowden suggested that he adds a note about the location about the over-head door. Referring to comment number 14, Mr. Lavelle stated that he will meet with the Fire Chief. Mr. Lavelle responded to comment number 15 in the letter. He asked why widening the new section of the road is a problem. He felt that by widening the road in these places, they were planning for the future. Mr. Barham was able to follow Mr. Lavelle's logic on the issue. Ms. Rowden commented that there would be less of a buffer disturbance if the road was narrower.

Referring to comment number 16, Mr. Lavelle stated that they will do the suggested fencing. Referring to comment number 18, he said that the facility will be open seven days a week. He skipped comments 20 through 25. Looking at comment number 26, he said that landscaping was not a concern at this time. Mr. O'Brien asked if the access way was safe in the winter. Mr. Rislove said that he does not have any issues in the winter because he plows the road. Mr. Lavelle responded to comment number 29 about the sign. He stated that he showed the proposed location of the sign on the plans and felt like that would be enough. Ms. Rowden stated that the sign does not need to be dealt with at the moment. A condition of the plan could be that the sign complies with the Town's sign ordinance. Referring to comment number 8, Mr. Lavelle stated that the road already existed in the wetland buffer. All of the improvements to the site are outside of the buffer – they are simply using an existing gravel road. Mr. Lavelle also said that he does not want to move the design west because there is a hill in the way.

Mr. O'Brien asked about the gate at the entrance of the property. Mr. Rislove said that the gate could be kept open or they could use an automatic gate. Mr. Barham said the he is not losing any sleep over the position of the road. Ms. Rowden suggested the Planning Board do a site walk. Mr. Kohlhofer said that if the road is moved, then other issues could come up. Ms. Rowden did not think that this was necessarily true. Mr. Karcz stated that there is not really a reference for where this is on the property. There was some discussion about the Dark Skies Ordinance. The parking lights need to comply with this. The lights on the balloon need to comply with FAA regulations. Ms. Rowden stated that if the waivers are granted tonight, then the Board can accept jurisdiction. Mr. Karcz made a motion to open the public hearing for comments pertaining to the waiver requests. Mr. O'Brien seconded the motion. The motion passed 5-0-0. Mr. Bassett stated that the plans currently do not show the abutters very well. Mr. Lavelle stated that he will add another sheet to show the abutters but not the structures. Mary O'Brien had a question about the

gravel operation. Ms. Rowden stated that it was a valid question, however the Board is only taking comments related to the waiver requests at this moment. Mr. Kohlhofer made a motion to close the public hearing. Mr. Downing seconded the motion. The motion passed 5-0-0.

Mr. Kohlhofer made a motion to accept the waiver requests. Mr. Barham seconded the motion. The motion passed 5-0-0. Mr. Barham made a motion to take jurisdiction of the application. Mr. O'Brien seconded the motion. The motion passed 5-0-0. Mr. Kohlhofer made a motion to open the public hearing to comment. Mr. Barham seconded the motion. The motion passed 5-0-0. Ms. O'Brien asked if the balloons will be in the air when the gravel operation does their blasting. Mr. Glass stated that the balloon could be airborne or on the ground while blasting is happening. Mr. Bassett mentioned a note on the 1994 plans about access in and out of his lot. Mr. Giegerich asked if there will be an impact on the surrounding residential property taxes. Mr. Bassett mentioned dust from the access road getting on other people's properties and dust leaving the site. Mr. Rislove stated that the first 100 feet of the driveway is paved to prevent that problem. Ms. White asked if the noise will be minimal. Mr. Glass stated that she will not be able to hear anything. He also stated that to follow Federal Aviation Administration's guidelines, the tethers attached to the balloon might need to be lit up with beacons. Ms. Rowden stated that the public can come to the site walk.

Mr. Bassett asked how many businesses can be on a commercial site. Ms. Rowden stated that there is not necessarily a limit but zoning and safety concerns have to be met. Mr. Bassett mentioned some other uses that have been occurring on the site. Mr. Rislove stated that the haying is for maintenance and that he allows dog training on the site to be a nice neighbor. Mr. Barham asked if the Federal Aviation Administration will take care of any safety concerns. Ms. Rowden reiterated that all local, State, and Federal laws and regulations have to be followed. Mr. Glass asked when he would need these other approvals by. Ms. Rowden stated that they would need them before they get a final approval from the Planning Board. Mr. Glass stated that he will not have a Federal Aviation Administration approval until 2018. Ms. Rowden suggested having a note on the plans about the FAA. Ms. O'Brien asked about cameras on the balloons. Mr. Glass stated that there will be cameras on the balloons, however, they will only be focused on their system.

Ms. Augevich stated that she wanted this project to be successful. She asked what the success rate is for these kind of businesses because she did not want them to leave because they were not successful. She also asked if they were partnering with any of the major cell companies. Mr. Glass stated that this is, just like any start-up company, a high-risk, high-reward venture. He explained that they have the backing and the funding that they need, however, what they are trying to do is also very ambitious and there is always the risk of failure. He stated that they will do everything that they can to be successful. There was a question about the number of balloons that will be in the air at a time. Mr. Glass stated that in the immediate future there will only be one balloon and that only one can fly at a time. Mr. Giegerich asked about the benefits of these super towers. Mr. Glass explained that it will enable carriers to push more into rural markets and will also cut the costs of the amount of energy needed. Mr. White asked about the wind power balloons. Mr. Glass explained right now the company is completely focused on the communications sector.

Mr. Basset asked if there have been any studies done to see how this project will affect wildlife in the area. Mr. Glass stated they have commissioned a consultant to look into this and his findings were that the impacts are minimal. Mr. Bassett stated that there is a range way that has been there forever and several lots out there need access. Mr. Rowden stated that this is mostly a civil matter. Mr. Bassett stated that the deed describes the range way. Mr. Barham advised him to hire a land attorney. Mr. Bassett stated that this is a common law right of way. Mr. Lavelle stated that this would be a prescriptive right of way. They are not trying to take away anyone's rights. Ms. Rowden stated that this is beyond the scope of the Planning Board and that if the Town has a right of way on the property then it is a Selectmen's issue. Ms. McCourtney asked if the public can use the pond in the back of the property. Mr. Rislove said that he does not encourage it because of safety issues. Ms. Kohlhofer made a motion to close the public hearing. Mr. Downing seconded the motion. The motion passed 5-0-0. The Board scheduled a site walk for Saturday the 16th at 9:00 am. Mr. Barham made a motion to continue the hearing to Wednesday, September 20th at the library. Mr. O'Brien seconded the motion. The motion passed 5-0-0.

IV. OTHER BUSINESS

Ms. Wolfe explained to the Board that Mr. Merrill submitted the funds for his reclamation bond and that his earth removal permit can get renewed. Ms. Wolfe will write a letter to Mr. Galloway and Mr. Rislove notifying them that their permits have expired and that they need to reclaim their land in one year. Mr. Kohlhofer made a motion to renew Merrill's earth removal permit until it expires in July 2018. Mr. Barham seconded the motion. The motion passed 5-0-0.

Mr. Foye brought up that some restrictions in the Town's ordinance keep contractors from building. There was a suggestion to have a forum to discuss these restrictions. Ms. Rowden stated that it is difficult to meet these restraints in the small neighborhoods near the Exeter River. She also mentioned that some towns have different wetland setbacks depending on the wetlands. Mr. Kohlhofer stated that he would like to see one acre lots in the Village District. Ms. Rowden stated that the Economic Development Committee could put on a forum to discuss this. There was a discussion about the town's zoning and regulations. Ms. Rowden suggested revised whole chapters on the ordinance at a time. Mr. Kohlhofer stated that the tax values are high in this town, but what people do not realize is that the property values are also low. Mr. Barham stated that it is a developer's nature to complain about regulations. Ms. Rowden, Mr. Kohlhofer, and Mr. Karcz decided to meet about the zoning of Spaulding and Frost with Tom Nisbet either Wednesday the 13th at 8:00 or Monday the 18th at 8:00.

Mr. Barham made a motion to approve the non-public minutes of August 16th and to make them available for public record. Mr. O'Brien seconded the motion. The motion passed 5-0-0.

Ms. Rowden announced that there will be a meeting about the Mill Road Dam on Wednesday September 27th. She will forward more information about this to the Board members.

Ms. Wolfe passed out the "Budget vs. Actual" spreadsheet to the Board members. Mr. Barham explained his budget proposal. Mr. Barham made a motion to recommend the 2018 planning and zoning budget in the amount of \$42,765. Mr. Downing seconded the motion. The motion passed 5-0-0.

V. ADJOURNMENT

Mr. Barham made a motion to adjourn the meeting at 9:47 pm. Mr. Downing seconded the motion. The motion passed 5-0-0.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Casey Wolfe". The signature is written in a cursive, flowing style.

Casey Wolfe
Land Use Administrative Assistant



August 31, 2017
File: 195113272

Mr. Brett Hunter, Chairman
Fremont Planning Board
PO Box 120, 295 Main Street
Fremont, NH 03044

Dear Mr. Hunter:

**Reference: Altaeros Energies Site Plan
Tax Map 2 Lot 151-2
Fremont, NH
1st Site Plan Review**

We have reviewed the following information, prepared and submitted by Gregsak Engineering, Inc. (GEI) for the subject project, received on August 14, 2017 and authorized to review on August 17, 2107:

- Proposed Altaeros Energies Site Plans, Sheets 1 through 9, prepared by GEI, dated August 8, 2017
- Proposed Altaeros Energies Architectural Plans, Sheets 1 through 3, prepared by GEI, dated August 10, 2107
- Major Site Plan application, check list, and attachments dated August 8, 2017
- Drainage Report, prepared by GEI, dated August 8, 2017
- Written Waiver Requests, prepared by GEI, dated August 8, 2017

This submittal was reviewed in response to a request by the Town of Fremont and was reviewed for conformance with the applicable sections of the Town of Fremont Zoning Ordinance and the Site Plan Regulations as well as other relevant local and state regulations and accepted engineering practice. We have the following comments:

Project Description

According to the plans prepared by Gregsak Engineering, Inc. (GEI), the applicant proposes to construct a communication balloon launching pad, along with the necessary site improvements, including an 11,385 s.f. hanger building and a 3,000 s.f. machine shop. Improvements to the existing gravel access road are also proposed, along with a 19-space paved parking area. The facility will be serviced with underground power and an on-site well and septic system. The stormwater runoff is proposed to be mitigated with an infiltration basin, a stone infiltration trench and a diversion swale to direct off-site storm water away from the propose site. In addition to the standard approval process, the application will require a variance for the balloon hanger height and a conditional use permit for the balloon height and for the proposed communications use.



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Waiver Requests

1. Considering the remote location of the proposed site, which is approximately 2,200 ft from Route 107, we take no exception to the waiver request to not show the abutting structures within 200 ft of the site.
2. Considering the traffic summary provided by the Designer indicates an estimated ADT of 30 and because Route 107 is under NHDOT jurisdiction, we take no exception to the waiver request to not provide a full traffic study.

Coversheet

3. The name of the wetland and soil scientist listed must be the same individual who stamps and signs the plans.
4. The list of necessary permits must be expanded to include the NHDES Subsurface permit and the EPA NOI permit.
5. A list of granted waivers, variances and the necessary Conditional Use Permit should be added to this sheet.

Existing Conditions

6. We recommend that the entire parcel be shown so the relationship between the existing gravel excavation operation and the proposed use are clearly delineated. An overall, full size plan would also be useful to the abutters to understand the location of the proposed use.
7. The property line along Route 107 encroaches into the paved roadway. This encroachment should be confirmed and if not correct, the plans must be revised to show the actual limits of pavement.

Site Plan

8. We recommend that the entire design be shifted slightly to the west to allow the existing gravel road to be relocated outside of the 100' wetland buffer. The present encroachment into the buffer should be restored with loam and vegetation.
9. The regulations require that all property corners have the appropriate monumentation. There are no monuments shown, and if they do not exist, the monuments must be proposed and installed as part of this application.
10. The concentrated storm water flow exiting the diversion swale should be directed under the existing gravel roadway through a combination of swales and drainage culverts.
11. The infiltration trench design should include an emergency outlet to address the conditions when the calculated storm water does not completely infiltrate.



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12. Proposed grades should be added for the noted swale between the detention basin outlet and the proposed driveway culvert.
13. Considering there is only one 4 ft wide walkway leading to the machine shop, it should be confirmed that there are no proposed overhead doors or other points of egress for this building.
14. The proposed relocation of the gravel access road is wider than the rest of the road, which is approximately 18' wide. The access to the site, including road width, the gravel surface, and the necessary turn-arounds must be reviewed and approved by the Fire Chief. Written correspondence from the Chief must be provided by the Board for the project file.
15. The relocated section of gravel road is not the same width as the remainder of the road. The road widths should be revised to be consistent.
16. Considering the remote location of the proposed facility, security fencing should be considered.
17. The design intent note should be revised to accurately describe the complete proposed site improvements.
18. The hours of operation note should be expanded to include the days of operation (i.e. Monday through Friday).
19. The bottom of the infiltration trench is designed to be 3 ft below finish grade. Three of the four test pits indicate a seasonal high water tables at 36" below finish grade. The trench dimensions should be revised to provide the required buffer between the bottom of the trench and the seasonal high water table, as required by the NHDES AoT program.
20. The check dam at the end of the grass lined swale is shown to be installed in the woods. The check dam must be moved out of the woods or a proposed tree line shown at this location.
21. The proposed 12" dia. drainage culverts must be increase to at least 15" dia., per the regulations.
22. The proposed parking lot grading provides a cross slope of 0.3%, which can cause icing issues. Per the regulations, the parking lot cross slope must be increased to at least 1%.

Outdoor Site Lighting and Landscaping Plan

23. A detail of the proposed light fixtures should be added to this sheet.
24. The lighting design for the launch pad must be provide as part of this submittal, rather than the note indicating that the lighting will be designed by other at a later date.
25. Additional lighting must be added to provide at least 0.2 foot candle of light levels for the entire paved parking and pedestrian areas.



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26. Considering the remote location, the landscaping appears to be adequate; however, we recommend that the design be discussed with the Board.

Sight Distance and Signage Plan

27. The standard used to design the sight distance plan should be noted (i.e. NHDOT, AASHTO, etc.).
28. The distance from the travel way, where the sight line starts should be labeled.
29. We recommend that the actual dimensions of the road-side business sign be added to the plan. In addition, we recommend that the actual design of the proposed sign be provided to Board for approval.

Details

30. The dimensions of the Drainage Trench Detail do not match the notes and grading shown on the Site Plan. This discrepancy must be corrected.
31. The Trench for Drain Lines Detail must be revised to provide a 12" thick sand (or screened on-site fill) blanket over the crown of the pipe.
32. The Detention Basin Detail must be revised to specify the 3" orifice for the pipe outlet. A detail showing how the orifice is to be attached to the pipe must be added to this sheet.
33. The Detention Basin Detail must be revised to indicate how and what materials the basin floor will be constructed with, resulting in an adequate infiltration rate, which is considered in the drainage calculations.
34. The utility Trench Detail must be revised to specify the minimum cover that shall be provided over the utility conduits.
35. Many of the Construction Sequence notes do not apply to the proposed site plan and should be revised to match the actual construction that is propose to occur.
36. Considering the site plan does not propose any wetland impacts, the EPA General Notes must be revised by removing Note #8, which refers to a proposed wetland impact and NHDES Wetland Permit.
37. The Erosion Control Note #2 must be revised to specify 0.25" of rain, rather than 0.5".

Drainage Report

38. According to NHDES, the pre-excavation conditions are to be considered for the existing conditions drainage calculations. The designer must revise the existing conditions calculations to consider woods as the ground cover.
39. The existing conditions Tc of 6 minutes should be revised to consider the pre-excavation ground cover.



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40. Because Hinkly soils are a Group 1 soil, the calculations must be revised to consider HSG A soils, rather than HSG B soils.
41. All gravel surfaces (pre & post) must be assigned a curve number of 96, rather than 85.
42. Considering the roof runoff is directed into a swale, then directed into the infiltration basin, the “unconnected” designation must be removed from the post calculations.
43. The infiltration trench node should be directed to the cross culvert, rather than directly to the final point of analysis.
44. Per the NH Ksat Values publication, the Ksat value for a Hinkley soil is 6.0. NHDES requires that infiltration designs utilize 50% of the published Ksat value. Therefore, the infiltration rate for the infiltration basin and the infiltration trench must be revised from 3.8 and 5.4 to 3.0 inches per hour.
45. The proposed subcatchment areas must be delineated on the proposed drainage plan.
46. The NHB report indicates the potential presence of Blandings and Spotted turtles. The Designer must provide written correspondence from NH Fish and Game confirming their approval of the proposed site plan design.
47. The rainfall depths used in the HydroCAD calculations do not match the depths listed in the written report. This discrepancy must be corrected.
48. An infiltration practice sheet was included for the infiltration basin; however, a sheet must also be provided for the infiltration trench also.
49. To consider frozen conditions, we recommend that the 50-year analysis of the detention basin be revised to not consider the storage below the outlet invert and not consider infiltration. In addition, one foot of freeboard must be provided for this storm event.
50. The infiltration basin storage calculations indicate storage down to elevation 145.5; however, the grading plan shows the bottom of the basin at 148.3. This discrepancy must be corrected.
51. The site plan shows the berm height of the infiltration basin to be at elevation 150; however, the drainage calculations indicate the berm to be at 149.5. This discrepancy must be corrected.
52. The detention basin outlet structure only has a 3” orifice. To reduce the potential of clogging the small outlet, a trash rack should be incorporated into the design.

These comprise our comments at this time. We invite the Engineer and Applicant to meet with us to discuss these comments or other issues, which may affect the project. Based on revisions and additional submissions, we reserve the right to make future comments.



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Please call if you have any questions.

Sincerely,

STANTEC CONSULTING SERVICES INC.

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- c. Heidi Carlson, Casey Wolfe, Town of Fremont
Bill Gregsak, GEI (Email)
Brittany Larose, Altaeros Energies
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