Chairman Paul Carideo opened the meeting at 7:00 PM. Members present included Paul Carideo, Chris Dane, D. J. Howard Jr., Neil Emerson, Robert Waldron, Proctor Wentworth, Glen Emerson, alternate, and Chad Bennett, Ex-officio voting member. Nicholas J. Cricenti Jr., PE, Town Engineer and Secretary Susan Hastings were present.

Attendees included W. R. Clark, Richard Towne, Bruce Worthen, Pierre Sader, Shi “Mike”Zheng, Amy Stafford, Jason Stafford, and Penny Williams, Media.

**CHAIRMAN’S REMARKS**

The next meeting, a Work Shop, of the Planning Board is 20 July 2015. The next meeting for Public Hearings is 3 August 2015. The deadline for filing plans for a public hearing at the August meeting has passed. The last date to file plans for a Public Hearing at the 21 September 2015 meeting is 17 August 2015.

A class on Planning Board Law is scheduled for 17 August 2015. Specific questions you would like to discuss may be submitted to the Planning Board Office.

**BOND *06-006, 103 17 Gigante Drive***

Chairman Carideo asked Nick Cricenti, Town Engineer, to summarize his findings, Attachment#1. He said the material needed to finish covering the septic, loaming, and seeding is on site. The paved area around the side of the building needs to be completed. The remaining bonded are is the loaming and seeding. Neil Emerson said note # 10 on the mylar showed no information on the hydrant location. N. Cricenti said this was an issue with the Fire Department and would not hold up the bond release. N. Emerson asked if the hydrant needed to be bonded. N. Cricenti said the cistern was not bonded. Chad Bennett asked if there should be a process for bonding a fire hydrant. The amount of the bond was reduced from $155,585.00 on April 15, 2014 to $106,835.00. SFC Engineering recommends the bond be reduced to

**BOND *06-006, 103 17 Gigante Drive*** CONTINUED FROM PAGE 1

$3,000.00 to cover the remaining work to be done. Chairman Carideo asked the Board if they were ready to make a motion on the bond.

**MOTION**

**Proctor Wentworth made the motion to reduce the 17 Gigante Drive bond of $106,835.00 to $3,000.00 as recommended in the 6 July 2015 letter from SFC Engineering. Neil Emerson seconded the motion and it was approved. VOTE YES Proctor Wentworth, Neil Emerson, Chris Dane, D. J. Howard Jr., Chad Bennett and Robert Waldron. ABSTAIN Paul Carideo.**

**BOND *01-018 Depot Crossing***

Nick Cricenti was asked by the Chairman to update the Board on the status of the Depot Crossing site. He said the site was loamed and seeded. The bond included funds for extra trees in case any died. The curbs, storm drain covers, and base coat of asphalt were not in place. P. Carideo asked if all the plantings had survived. N. Cricenti said extra trees were planned for initially, two have been replaced, and three others are scheduled to be replaced. The site was mowed last week.

Chad Bennett asked about the silt fence. He was reminded of his status as an abutter and recused himself from the Board.

C. Bennett, as a member of the public, asked again about the silt fence. N. Cricenti said the silt fence was removed. A completion date of 1 October 2015 has been established. Chad Bennett expressed concern the date would pass without the site being completed.

**BOND *01-018 Depot Crossing***  CONTINUED FROM PAGE 2

Chairman Carideo asked Board member if they were ready to vote on a bond reduction based on SFC’s Site Visit Report dated 4/21/2015 and recommendation dated 6 July 2015, Attachment # 2. “A bond in the amount of $74,950.00 was received by the Town of Hampstead to cover the erosion and sediment control for this site. Construction progress has been seen for the earthwork, planting and the installation of the drainage system. The remaining project activities include pavement, granite curbing and the installation of catch basins and manholes. A bond reduction of $45,550.00 is in order. The total for the bond should be reset at $29,400.00. See attached Performance Guarantee for itemized costs.”

**MOTION**

**Proctor Wentworth made the motion to reduce the bond for Depot Crossing to $29,400.00 based on the recommendation of SFC Engineering. Neil Emerson seconded the motion, which was approved. VOTE YES Proctor Wentworth, Neil Emerson, Chris Dane, D. J. Howard Jr., and Robert Waldron. ABSTAIN Paul Carideo. Chad Bennett had recused himself from the Board for this item.**

Chad Bennett rejoined the Board as Ex-officio member.

**PUBLIC MATTERS *17-089 OSAKA Change of Use, 216 Emerson Avenue***

Paul Carideo asked owner Pierre Sader, and applicant Shi “Mike”Zheng, to explain the request. A plan was sent by e-mail. The Chairman said the procedure is for a plan to be accompanied by the application form for a public hearing before the Board can act on it. The electronic submission of a plan is not sufficient to hold a public hearing. The proper application, department heads review and engineering review, notification of abutters are all requirements before a Public Hearing can be held. Their engineer, Steve Cummings, has until July 13, 2015 to file for a public hearing on an amended site plan. There will be no comment on the proposal

**PUBLIC MATTERS *17-089 OSAKA Change of Use*** CONTINUED FROM PAGE 3

until the requirements are met. Pierre Sader explained they have added 5 additional parking spaces, the dumpster sites changed with fencing. Chris Dane emphasized the first step is the proper application.

**PUBLIC MATTERS *06-045 OT Works, 268 Stage Road***

Chairman Carideo asked Amy Stafford to explain her proposal. She said she works with children having disabilities. Paul Carideo explained the zone is for residential uses. K. Emerson told her it could be a day care or regulated by other state boards. The Board of Adjustment may grant a variance from the Town Zoning for the proposed use. Ms. Stafford said the previous use was for storage of items for commercial use. Neil Emerson pointed out the small house on the lot is rented as a residence. The application states there would be up to 10 employees. P. Carideo said again a variance or special exception was needed from the Board of Adjustment. Neil Emerson said there was no site plan for this. P. Carideo added a site plan may be required for this use and probably a sprinkler system. Nick Cricenti said a sprinkler system is not required by code. N. Cricenti said the HAWC serves the site. There is a waiver process for the Planning Board from Site Plan regulations. The Chairman advised Ms. Stafford to meet with the Code Enforcement Officer.

**OTHER *Rules of Procedure Changes***

Paul Carideo said members had been provided with the Rules of Procedure changes made to date. He asked for comment from Board members. A number of suggestions were made as noted in the document, Attachment # 3. The Chairman asked for a motion to accept the Rules of Procedure as amended for posting for the 3 August 2015 meeting.

**OTHER *Rules of Procedure Changes*** CONTINUED FROM PATGE 4

**MOTION**

**Robert Waldron made a motion to accept the Rules of Procedure as amended. Proctor Wentworth seconded the motion and it was accepted. VOTE YES Robert Waldron, Proctor Wentworth, Neil Emerson, Chris Dane, D. J. Howard Jr., and Chad Bennett. ABSTAIN Paul Carideo.**

**MOTION**

**Neil Emerson made a motion to post the Rules of Procedure as amended, for a first public hearing on 3 August 2015. Proctor Wentworth seconded the motion and it was accepted. VOTE YES Neil Emerson, Proctor Wentworth, Robert Waldron, Chris Dane, D. J. Howard Jr., and Chad Bennett. ABSTAIN Paul Carideo.**

**PUBLIC MATTER *Application for Alternate***

Chairman Carideo read a letter from Randy Clark requesting he be considered as an alternate on the Planning Board. Paul Carideo said he felt most people knew Randy since he had been on the Planning Board previously and resigned as Chairman about a year ago. R. Clark was asked why he had changed his mind. He said after being retired for a year he felt he had the time to serve as an alternate. Neil Emerson asked him which Board he preferred, the Board of Adjustment or the Planning. R. Clark said he preferred the Planning Board. There were no further comments or questions and the Chairman asked for a motion.

**MOTION**

**Neil Emerson made a motion for Randy Clark to be an alternate on the Planning Board. Proctor Wentworth seconded the motion and it was approved. VOTE YES Neil Emerson, Proctor Wentworth, Chris Dane, D. J. Howard Jr., Robert Waldron and Chad Bennett.**

**ABSTAIN Paul Carideo**

**BOARD BUSINESS**

**Letter of Credit revision** Chairman Carideo read the revised Letter of Credit as presented with comments from Atty. Gorrow. There were some questions from Board members and P. Carideo said he would contact D. Gorrow for further comment, Attachment # 5.

**Town Regulation Review** Paul Carideo said the review of the Town Regulations is continued.

**CORRESPONDENCE**

**11-60 Lancaster Development**: A letter from Town Counsel concerning the Lancaster development and discussion on the bonding of the road was received. The Lancaster lot was sold and a foundation permit applied for. Code Enforcement refused to issue a permit until the road is completed, Attachment # 6. The road is only partially bonded. The new owner said he would post the remaining bond and subsequently the permit was granted. P. Carideo said the bond should include the turnaround for the fire department vehicles and the road widening. The current bond is for erosion and sediment control, loaming and seeding. To date a new bond has not been posted. P. Wentworth said there were foundation construction trucks at the site. N. Emerson asked if a new hold harmless agreement and been signed. The Chairman said he would contact the CEO on the issues and project status.

**Irongate** A document verifying the ages of residents has been submitted and forwarded to the Code Enforcement office. Mr. Leonard also provided a copy of a letter to the developer about tree replacement on some of the lots.

**CORRESPONDENCE** CONTINUED FROM PAGE 6

**02-052 Lanpher Subdivision** The Board of Adjustment Approved the appeal to allow the house to be closer to the lot line than allowed in the Zoning Regulations. It was noted the surveyor was provided a suggestion on how to make the curve of the road meet the zoning. **Attachment.**

**18-047 Four Seasons Bond** the expiration date is close and the Secretary was asked to check on a bond renewal.

**Tel Noar Camp** The Secretary was asked to send a letter advising them that any changes to the property are required to be reviewed by the Planning Board.

**17-089 OSAKA Restaurant**  There are numerous items not completed from the original site plan. Neil Emerson said the new owner should be addressing these issues along with any requirements for the change of use proposed.

**Member Comments**

**CEO** D. J. Howard commented on the miscommunications between the Planning Board and the Code Enforcement Office and suggested Kris Emerson should be asked to attend the Planning Board meetings.

**Minutes**

The minutes of 1 June 2015 were edited as follows: Page 1 change “vice president” to vice chairman”: “sufficient tor” to “sufficient for”; “”GPD” to “GPD per seat”; “owners” to “renters”; Page 2 “site plan like” to site plan showing things such as”; “need” to “needs”; add “A letter is to be sent to explain any future improvements to the property called “Camp Tel Noar” requires an amended site review plan.”; “winery” to “vineyard”; Page 3 “expires in July” to “expires 20 July 2015”.

**BOARD BUSINESS Minutes** CONTINUED FROM PAGE 7

**MOTION**

**Neil Emerson made a motion to approve the Minutes of 1 June 2015 as edited. Chris Dane seconded the motion and the minutes were approved. YES VOTES Proctor Wentworth, Chris Dane, Paul Carideo, D. J. Howard Jr., Neil Emerson, Robert Waldron and Chad Bennett.**

The Work Shop minutes of 15 June 2015 were edited as follows: Page 1 change “exit” to “existing”, Page 2 change “Mr. Carideo” to “Paul Carideo”; “the Eaton’s.” to “the Eaton’s and added”; Page 9 delete the third sentence.

**MOTION**

**Proctor Wentworth made a motion to approve the Work Shop Minutes of 15 June 2015 as amended. Chris Dane seconded the motion and they were approved. YES VOTES Proctor Wentworth, Chris Dane, Paul Carideo, D. J. Howard Jr., Neil Emerson, Robert Waldron and Chad Bennett.**

**Adjourn**

The meeting was adjourned at 9:15 PM on a motion by Proctor Wentworth, seconded by Paul Carideo.

Respectfully submitted, Susan J. Hastings, Secretary