

TOWN OF JAFFREY
Jaffrey, New Hampshire
PLANNING BOARD
Meeting Minutes
April 12, 2011

Present: Chairman Merrell, Members Despres, Doane, Grodin, Kresge, McCarthy and Moore

Absent: Member Deschenes and Selectmen's Representative MacIsaac

Staff: Recording Secretary Lemire, Jo Anne Carr, Director of Planning and Economic Development

MEETING MINUTES APPROVAL

On a motion by Doane, seconded by Moore, the March 9, 2011 minutes were approved as amended. (7-0)

PRELIMINARY HEARING

7:00 – 7:15 Millipore – Site plan revision (additional parking)

Presenting were Mr. Rob Jackson, Millipore Facilities Manager and Jerry Blanchette, Mark McCloud and Jim Spaulding from Turner Group.

Mr. Jackson stated that Millipore is still growing and they are interested in expanding their parking. They have gone from a two shift / 5 days a week operation to a 24/7 operation with the first shift being the heaviest to accommodate not only workers but visitors and contractors. It is estimated that they need a total of 500 parking spots for 1st shift and they currently have 426. They are looking to add 84 spaces for a total of 510.

In addition to the parking there is also an equalization tank being proposed which is part of the wastewater treatment facility. It will allow the sewage to be buffered before going to the municipal system. Both the parking and the tank are being proposed for the south side of the property in the vicinity of Eastwood Drive.

Member McCarthy asked if the equalization tank would be in addition to the existing facility. Mr. Blanchette explained that the tank is basically a holding tank or a buffer tank. Presently there is a waste treatment that goes from one of the manufacturing centers to the waste water treatment plant. What they are proposing is to run it to the proposed tank where it will be bled into the waste water treatment plant. This will prevent surges to the town's waste water treatment plant and allow Millipore's treatment plant to run more efficiently.

Member Doane asked what was planned for lighting. Mr. Blanchette replied that they are talking about perimeter, down cast lighting in the parking lot. Mr. Blanchette was cautioned that the light must not encroach on abutting properties, the roadway or shine up into the sky.

Chairman Merrell asked how close they encroach on Eastwood Drive. Mr. Blanchette explained that they are not encroaching into the setback but they are on the setback.

To aid in managing storm water there will be an area of porous pavement in the parking section which will collect the storm water and let it seep down through. Based on the preliminary design it is very effective at duplicating what will be happening without any undue impact on the wetlands. Member Kresge liked the idea of using a permeable pavement and asked them to provide details with their application such as what kind of storm they could accommodate and what happens to the overflow on bigger events.

Member Doane asked if there would be any chemical treatment in the parking lot. Mr. Jackson replied that it would be no different then they presently do which is handled by Atlas Property Management. The

TOWN OF JAFFREY
Jaffrey, New Hampshire
PLANNING BOARD
Meeting Minutes
April 12, 2011

product used is mainly a sand/salt mixture which will be minimized by the porous pavement. Member Moore asked if it was plowable. Mr. Jackson replied that it is.

Having a vegetative buffer at the new parking lot was a topic of discussion. Mr. Jackson offered to have plenty of vegetation on the far side of the road and the parking lot. Member Grodin spoke favorably to the offer.

Chairman Merrell asked what consideration has been given for snow removal. Mr. Jackson stated there is room around the edges for temporary storage and they can stock pile within the lot until it can be removed.

7:15 – 7:30 Marc Tieger/Bill Driscoll – (Heath Rd. / potential subdivision)

Member Grodin recused himself.

Mr. Driscoll owns a 22 acre parcel on Heath Rd. and is considering a sub-division. Approximately nine and a half acres are on the south side of Heath Rd and the remaining land and homestead is on the north side. A timber cut was recently done on the property returning much of the land to its original state when it was the Heath Farm. According to plans from 1988 the Planning Board deemed the nine and a half acres unbuildable, perhaps due to wetland in the low line area, however Mr. Driscoll stated that there is a knoll that would serve as a nice house lot and he would like to discuss the issue with the board.

Subsequent to discussion about the wetlands Mr. Tieger added that they would have a Wetlands Scientist visit the property, delineate the wetlands, perform perk tests and from his view make a judgment on whether or not any part of the land is buildable. Chairman Merrell requested that contours be added to the plan that accompanies the application. Mr. Tieger acknowledged the request.

CALL TO ORDER

Chairman Merrell called the public hearing to order at 7:00 p.m. Notice of public hearing was posted in the Town Office building, the Library; copies were sent to the Planning Board, the Conservation Commission, and the Board of Selectmen.

Election of Officers:

On a motion by Doane, seconded by Kresge the board re-elected Ed Merrell to the Chairman position.

On a motion by Doane, seconded by Moore the board re-elected Mark Kresge to the Vice Chairman position.

On a motion by Doane, seconded by Grodin the board elected John McCarthy to the Secretary position.

APPLICATION ACCEPTANCE

None

PUBLIC HEARING – NEW

None

PUBLIC HEARING – CONTINUED DELIBERATIONS

1. To consider the following:
Class VI/Private Road Policy

TOWN OF JAFFREY
Jaffrey, New Hampshire
PLANNING BOARD
Meeting Minutes
April 12, 2011

Member Grodin stated that at the March public hearing there were a number of people in the audience who were unhappy with the board's draft proposal. During the deliberations the board was unable to reach a decision resulting in Member Grodin and Selectmen's Representative MacIsaac agreeing to meet and discuss the issue. A meeting took place on March 24, 2011 and minutes from that meeting were distributed to the board. Topics such as Assumptions and Background, What's Needed and Scattered and Premature were focused upon. One issue mentioned was that of building on a class VI and bringing the road up to standards. Member Grodin stated that the standards would be the Ken Saunders standards however they have never been codified in the ordinance; this is a step that should be taken.

After reviewing the minutes Member Grodin suggested that a sub-committee be formed to review the draft policy and minutes in preparation for a regulation or an ordinance and include the consideration for a policy.

Members Kresge, Doane and Moore volunteered. Member Kresge stated that they will not be prepared to present at the May meeting.

Chairman Merrell summarized Member Grodin's suggestion to be that they make a number of changes in the ordinance to codify the number of different things that have been brought up but that don't necessarily impact the policy. The policy is a guideline and the guideline is to put the Planning Board and the Board of Selectmen on the same page.

DECISIONS

2. To consider the following:
Class VI/Private Road Policy

A sub-committee to review the proposed policy was formed and it will consist of planning board members Kresge, Doane and Moore. Deliberations were continued to a date uncertain and will be dependent upon progress made by the sub-committee.

OTHER BUSINESS

- On a motion by Doane, seconded by Grodin the board accepted the Master Plan Annual Review 2010. (7-0)
- Reminder – Spring Planning Conference
- NH Town and City – Legal Q and A article (Lapse of Subdivision Performance Bond or Letter of Credit) was distributed to the board as reference material.
- Jo Anne Carr, Director of Planning and Economic Development and Recording Secretary Lemire will work together to establish a submissions requirement checklist and a process checklist which will be attached to each application folder. The intent is to make it easy for the board to ensure that all requirements have been addressed.

ADJOURNMENT

The meeting adjourned at 8:05 p.m.

TOWN OF JAFFREY
Jaffrey, New Hampshire
PLANNING BOARD
Meeting Minutes
April 12, 2011

Submitted:

Erlene Lemire
Recording Secretary

Attest:

Edward Merrell
Chairman, Jaffrey Planning Board