

**MINUTES OF THE MEETING
PLANNING BOARD
May 12, 2016
7:00 PM**

MEMBERS PRESENT: Robert Smith, Chairman; Edward Bannister; Lou Ann Griswold; David Cedarholm; Ryan Crosbie; Mark Beliveau; John LaCourse, Selectmen's Rep & Howard Hoff, Alternate.

OTHERS PRESENT: Wayne Lehman; Bob Baskerville, Bedford Design; Jim Daley, Jr.; Jim Daley, III; Matt and Nancy Rainey & Caren Rossi, Planning & Zoning Administrator

Robert Smith, Chairman opened up the meeting at 7:00PM.

04/14/16 & 04/21/16 Draft Minutes

John LaCourse made a motion to approve the minutes.
Lou Ann Griswold second.
Vote: majority, approved. Ryan Crosbie abstained.

Report of Subcommittees

The Masterplan committee reported that they are still trudging forward and will be presenting to the Board for approval on July 14, 2016.

John LaCourse explained that Selectmen Cary Brown has asked if the committee can review the previous plan to see what has been accomplished.

The Board agreed it was a great thing to do but currently they do not have the time. The planning board as a whole will do this in the near future.

Caren Rossi will draft a letter to be sent to the BOS explaining this.

(PBC1516-04) A consultation with Nancy & Matt Rainey regarding their office space in the UNH property located on Concord Rd. is known as Lee Tax Map#04-02-0100.

Caren Rossi explained she asked the Rainey's to come here tonight to meet with Board regarding their move to the existing office space on Concord Rd. She explained that this Board hasn't done a site review but the State Fire Marshalls office inspects the buildings yearly. They are just exchanging office space for office space. She didn't feel a site review was necessary but thought the Rainey's should see if the Board has any questions and or a difference of opinion.

Nancy Rainey explained that they are in hopes to move in July 1. They are not making any changes to the exterior of the building. They are moving a few walls on the inside to enlarge offices that is it. It has recently had a fire inspection and everything is all up to date.

The Board discussed parking spaces and it was determined that there was more than adequate parking for the use.

The consensus of the Board was no site review was needed.

(PBC1516-05)
Consultation with Bob Baskerville, Bedford Design regarding Noble Farm Dr.

Bob Baskerville presented the Board with a plan showing the topo of the site with 2 areas color coated to coincide with the higher elevations on the site. 170 ft. is the light grey and the 180 ft. is the darker grey. They would like to regrade the two areas prepping the site for the next set of buildings. They feel confident that they can remove these higher sections without blasting. After grading these areas, they will then be able to reshoot the topo and adjust the layout for the next phase of the development. They anticipate all of the material to remain on site. They have already received the AOT permit for the entire site, and they are not building any buildings at this time. They have hired Steve Pernaw to do an entire site traffic study. They currently only have a DOT permit for the first building.

Mark Beliveau asked how far the closest house is from the work zone?

Bob Baskerville felt about 350-400 feet. They can see the 2nd story of the houses when there are no leaves on the trees.

Lou Ann Griswold asked what the overall time line was.

Bob Baskerville replied they don't have one. They'd like to get the dirt work done this summer, and be done with it, and come to the Board for the next building in the fall to break ground in the spring. The vast majority of the grading will be done and then it will be what is required for the buildings.

The Board all felt that the plan made sense, get the grading done now and then it will be done. They felt site review was not required.

Wayne Lehman – Alternate Position

The Board interviewed Mr. Lehman for an open alternate position on the Board. They reviewed his resume (in file). He is currently on the race track committee and has plenty of spare time. He has done a lot of civic duty in the past and feels he has a lot to offer with his past experience. He has helped build multiple parks in California, served on a local planning commission and various other committees.

They all felt he would be a good fit. Caren Rossi will draft a letter to the BOS for appointment.

Site Review work session

Mark Beliveau explained he has completed both sections 1 & 2. He briefly explained and asked the Board to review them as well.

The Board will review section 1 at a work session on June 30, 2016; and section 2 at a work session on July 28. The remaining sections will be scheduled later.

John LaCourse made a motion to adjourn at 9:12PM.
David Cedarholm second.

Vote: all, motion carried, meeting adjourned.

MINUTES TRANSCRIBED BY:

Caren Rossi, Secretary

MINUTES APPROVED BY:

Robert Smith, Chairman

Lou Ann Griswold

Edward Bannister

David Cedarholm

Mark Beliveau

Ryan Crosbie

John R. LaCourse, Selectmen's Rep