

**TOWN OF NEW BOSTON
NEW BOSTON PLANNING BOARD
Minutes of 2015 Meetings**

May 26, 2015

1 The meeting was called to order at 6:30 p.m. by Vice Chairman Mark Suennen. Present
2 were regular members David Litwinovich and Ed Carroll. Also present were Planning
3 Coordinator Nicola Strong and Planning Board Assistant Shannon Silver.
4

5 Present in the audience, for all or part of the meeting, were Selectman Dwight Lovejoy,
6 Allan Girard, Peter Hogan, Emile Bussiere, Jr., Linda Carr, Chad Branon, PE, Kenneth and
7 Sandra Lehtonen, Dan Donovan, Jr., and J. Brandon Guida, Esq.
8

9 **THE GIRARD FAMILY IRREVOCABLE TRUST**

10 **ALLAN D. GIRARD, SR., TRUSTEE**

11 Submission of Application/Public Hearing/Non-Residential Site Plan Review/

12 Home Business/Gift/antique shop

13 Location: 159 Parker Road

14 Tax Map/Lot # 3/115

15 Residential-Agricultural "R-A" District
16

17 Present in the audience were Allan Girard, Linda Carr and Selectman Dwight Lovejoy.

18 The Vice Chairman read the public hearing notice. He asked Mr. Girard to give the
19 Board a description of his proposal. Allan Girard stated that he wanted to open an antiques and
20 collectibles shop in the shed on his property. He stated that he would have no winter hours and
21 would be open only four days a week. He noted that Saturday and Sunday were good days to be
22 open to catch customers out for drives and that weekdays were typically not as good for his type
23 of business. Mr. Girard explained that this was his passion and that his parents had been
24 collectors all their lives. He stated that he had been going to yard sales and auctions for 40 years
25 and that since his wife had died he wanted something to do and to share with others.

26 The Vice Chairman confirmed that the shed was an existing building and noted that Mr.
27 Girard needed to submit a floor plan of the building that would include the structural elements
28 such as interior walls, exits, windows, etc. The Vice Chairman stated that Mr. Girard could get
29 in touch with the Planning Department to determine exactly what would be needed on his plan.
30 The Vice Chairman then asked the Board if they were comfortable accepting the application as
31 complete without the floor plan in hand. David Litwinovich said he was comfortable accepting
32 the application with the condition that the floor plan be submitted. Ed Carroll said he was not
33 opposed to accepting the application as complete under those circumstances.
34

35 David Litwinovich **MOVED** to accept the application of The Girard Family Irrevocable
36 Trust, Allan Girard, Sr., Trustee, 159 Parker Road, Tax Map/Lot #3/115, Residential-
37 Agricultural "R-A" District, as complete, with the condition that the required floor plan is
38 submitted. Ed Carroll seconded the motion and it **PASSED** unanimously.
39

40 The Vice Chairman asked if a site walk would be needed. The Board determined that it
41 would. A site walk was scheduled for Saturday, May 30, 2015, at 8:00 a.m.

42 The Vice Chairman asked Mr. Girard if he was in receipt of the needed plan revisions
43 from the Planning Coordinator. The Planning Coordinator noted that on Mr. Girard's plan she

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1 **GIRARD, cont.**

2
3 had noted not only the items that were missing or that needed correction but also how those
4 things should be shown. She offered that if Mr. Girard needed help understanding the comments
5 he should stop by the office and she or Shannon could help him.

6 The Vice Chairman pointed out that the design of the proposed signs had to be submitted
7 in accordance with the Zoning Ordinance sign standards and a permit would be required from the
8 Building Inspector/Code Enforcement Office (BI/CEO). He went on to say that some existing
9 landscaping was shown on the plan and the Board would have to decide whether or not it was
10 sufficient and whether it had to be shown on the plan as being maintained or if additional
11 landscaping would be required. He asked Mr. Girard if he planned to maintain the existing
12 landscaping. Mr. Girard responded that he did and that he took pride in his property. The Vice
13 Chairman said the Board could review the situation at the site walk. He further thought that
14 discussion should be postponed with regard to traffic and parking spaces until after the site walk.

15 The Vice Chairman explained to Mr. Girard that the Town's regulations only permitted
16 two parking spaces for a home business. Mr. Girard asked what would happen if four people
17 happened to drive up at one time. He noted that he had enough space to park 15 cars on his lot.
18 The Vice Chairman pointed out that home businesses had to fit within the character of the rural
19 community in which they were located. He said that the business was to be an accessory use to
20 the primary use of residential. He further noted that the two parking space limitation was to limit
21 the traffic not to stifle the business. The Vice Chairman stated that if the business grew to a
22 point where more than two or three spaces were needed on a very regular basis the business
23 should find a new commercial site to relocate to. He said that the Board was not saying if three
24 people showed up to the antique shop that Mr. Girard should send them away, they were merely
25 pointing out that the home business intent was that the business was kept small and in keeping
26 with the surrounding community.

27 David Litwinovich pointed out that the hours of operation, Thurs to Sun from 8 - 4, that
28 Mr. Girard was proposing would be the limit of the hours that he could be open and that if he
29 decided he wanted to open on a Monday or a Tuesday he would not be able to without coming
30 back for further review by the Planning Board. He suggested that Mr. Girard think about the
31 possibility of the future potential of wanting to be open more and further noted that the applicant
32 would not be forced to be open all the hours but would not be able to open if those hours were
33 not shown on the plan and approved by the Board. Allan Girard said that he was happy with the
34 hours he had suggested. Peter Hogan (Planning Board Chairman but seated as a member of the
35 public because he had not yet been sworn in) asked what would happen if someone just wanted
36 to stop in. He pointed out that the applicant could be in trouble if a neighbor happened to
37 complain that he had let someone into the shop outside of the approved hours. He further
38 suggested that the applicant could ask to be approved to be open for 12 hours a day, seven days a
39 week if he wanted to. The Vice Chairman suggested that Mr. Girard think about this before
40 submitting his revised plans. Peter Hogan pointed out that Mr. Girard was to be the sole
41 employee which meant he was not allowed to have any employees.

42 The Vice Chairman asked if any abutters had questions. Linda Carr of 150 Parker Road
43 stated that she was concerned with having a home based business that could be open for 12 hours

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1 **GIRARD, cont.**

2
3 a day, seven days a week and asked if that kind of approval was possible. The Vice Chairman
4 stated that the hours of operation depended on the type of business being proposed but the Board
5 could authorize that many hours and had done so for different businesses in the past. He noted
6 that the Board took into consideration the nature of the part of the community in which the
7 property was located. Linda Carr stated that she objected to that many hours in a rural
8 environment and thought it was unnecessary. She asked what would happen if Mr. Girard sold
9 his property and whether or not the approval would go with the property with no stipulations or
10 conditions.

11 The Vice Chairman stated that not necessarily any type of business could be proposed
12 under the approval but the Board would consider whether or not the proposal met the spirit and
13 intent of the regulations. Peter Hogan said that the new owner would have to agree to abide by
14 the restrictions on the approval and would not be able to change the type of business. The Vice
15 Chairman stated that if this application was approved it would be for a gift/antique shop and in
16 his opinion if someone tried to open up an auto parts dealer that would not meet the criteria. He
17 said that if the next property owner wanted to have a retail shop selling yarn, for example, that
18 might fit the bill but it would be determined on a case by case basis. It was noted that things like
19 increased traffic and the different impact on the neighborhood would be considered for any
20 future proposal for a business that was different from an antique/gift shop. The Vice Chairman
21 noted that having this discussion on the record would provide information to any future Board
22 about the approval of the site plan and any potential changes thereto.

23 The Vice Chairman noted that a site walk was only open to the public if the property
24 owner agreed to it. Mr. Girard stated that he had no problems with abutters attending the site
25 walk.

26
27 David Litwinovich **MOVED** to adjourn the hearing for The Girard Family Irrevocable
28 Trust, Allan Girard, Sr., Trustee, 159 Parker Road, Tax Map/Lot #3/115, Residential-
29 Agricultural "R-A" District, to June 9, 2015, at 6:30 p.m. Ed Carroll seconded the
30 motion and it **PASSED** unanimously.

31
32 The Vice Chairman pointed out that no further notice would be mailed to abutters.

33
34 **This will be an informational session with Fieldstone Land Consultants, PLLC, to discuss**
35 **the potential subdivision of Tax Map/Lot # 2/15, Tucker Mill Road, into 6 lots.**

36
37 Present in the audience were Chad Branon, PE, Fieldstone Land Consultants, and Sandra
38 and Kenneth Lehtonen.

39 Chad Branon, PE, stated that his company, Fieldstone Land Consultants, was based in
40 Milford, NH, and he was representing San-Ken Homes with a conceptual plan for Tax Map/Lot
41 #2/15 at 292 Tucker Mill Road. He noted that the property was located on the east side of
42 Tucker Mill Road approximately 1,500' from the intersection of Dougherty Lane. The lot was
43 approximately 34.5 acres in size with approximately 1,072 feet of frontage on Tucker Mill Road.

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1 **TAX MAP/LOT #2/15, cont.**

2
3 Peacock Brook was the boundary of the property to the north and east with residential properties
4 to the south and Tucker Mill Road to the west. The zoning was Residential-Agricultural and
5 portions of the property were within the Wetlands Conservation and Stream Corridor and the
6 Steep Slopes Districts.

7 Chad Branon, PE, presented a conceptual plan with six lots, one lot with the existing
8 house and barn and five new lots; three backlots and two front lots. He noted that after the
9 conceptual plan had been prepared he had walked the property and the owners had decided that a
10 better proposal would be for four new lots, leaving the existing house and barn with a larger
11 amount of acreage. He presented this plan instead.

12 Chad Branon, PE, noted that the four new lots would access via driveways from Tucker
13 Mill Road. He hoped to be able to use two curb cuts; one for a standalone driveway to one lot
14 and one for a shared driveway to three lots. The existing curb driveway for the existing house
15 would remain.

16 Chad Branon, PE, stated that the owners would propose sprinkler systems for the new
17 homes and he had asked the Fire Chief for his input and was referred to the Planning Board as
18 the first point of discussion. David Litwinovich asked if the existing house had to be retrofitted
19 with sprinklers and was told that the existing house would not be sprinklered, only the new
20 construction.

21 Chad Branon, PE, stated that there would be no waiver requests for the subdivision
22 application. The Vice Chairman asked if he was, therefore, planning to submit the various
23 required studies; traffic, fiscal and environmental. Chad Branon, PE, stated that he would in fact
24 be submitting waivers for the studies as he did not think the size of the subdivision warranted
25 their submission. Peter Hogan asked if further subdivision of the larger lot would be prohibited.
26 It was noted that a restriction might be placed on further subdivision.

27 Peter Hogan noted that in terms of the driveways the Town had regulations that should be
28 reviewed and the preferred configuration for a common driveway was for the driveway to be
29 shared by two lots, splitting 100' in from the road. The Coordinator stated that the Board needed
30 to check on the status of cisterns and sprinklers as she recalled the last discussion was that a
31 cistern had to be proposed and designed although the applicant could then propose sprinklers
32 voluntarily and the Town could enforce that option. The Vice Chairman noted that the Fire
33 Wards had the right to also request a cistern in addition to sprinklers. Chad Branon, PE, stated
34 that the applicant would want to make a commitment to sprinklers, not to sprinklers and then
35 whatever else may be required. The Vice Chairman stated that the Board would look into the
36 procedure for firefighting water supply and what level of detail had to be accomplished with
37 regard to the cistern design before the sprinkler option could be offered and accepted. He noted
38 that he would be willing to accept sprinklers in lieu of the cistern with the Fire Wards' approval.

39 The Vice Chairman noted that the Road Agent may have some input on offsite road
40 improvements for this subdivision. He suggesting that the applicants get in touch with him for
41 his opinion on the subject.

42 Kenneth Lehtonen asked if it was possible to use Peacock Brook for firefighting water
43 supply. He was informed that the Town would not accept a brook for such purposes.

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1 **TAX MAP/LOT #2/15, cont.**
2

3 The Vice Chairman advised Chad Branon, PE, to verify the lot numbers to use for the
4 proposed lots before submitting the plans for review. He asked if there was going to be the need
5 for any state permits for the subdivision. Chad Branon, PE, stated that he did not foresee the
6 need for anything other than State Subdivision Approval for the lots under five acres. He stated
7 that there would be no need for an AoT permit or wetland crossings but noted the need for
8 drainage and erosion and sediment control plans for the application.

9 The Vice Chairman asked about the grade of Tucker Mill Road in the location of the
10 proposed driveways. Chad Branon, PE, said it was about 5%.

11 There were no further questions from the Board members or any audience members. The
12 Vice Chairman noted that the submission deadline for the application was 15 days prior to the
13 meeting at which the applicant would like the application heard. He noted that the soonest
14 meeting available would be June 23rd and after that the Board would only meet once in July on
15 the 28th. Chad Branon, PE, thanked the Board for their time and feedback.

16
17 Seeing Emile Bussiere, Jr., in the audience, the Vice Chairman jumped to Miscellaneous
18 Business before the next regular agenda item.

19
20 **MISCELLANEOUS BUSINESS AND CORRESPONDENCE FOR THE MEETING OF**
21 **MAY 26, 2015.**
22

23 8a. Letter received May 21, 2015, from Emile R. Bussiere, Jr., to Shannon Silver, Planning
24 Board Assistant, re: Indian Falls/Susan Road Subdivision.
25 (Emile R. Bussiere, Jr., will be present)
26

27 8b. Section copy of Planning Board meeting minutes of November 4, 2014, re: Discussion
28 with Emile Bussiere, Jr., re: Indian Falls/Susan Road Connection - Outstanding
29 Items/Conditions Subsequent Deadline.
30

31 Emile Bussiere, Jr., was present in the audience. He noted that a lot of work had been
32 accomplished on the site and the only two remaining items were the final coat of pavement and
33 fixing the grade at the intersection of Susan and Indian Falls Roads. He also noted that the
34 hydroseeding had just been done so stabilization was not complete yet. Emile Bussiere, Jr., went
35 on to say that the slopes had all been fixed to meet the design grades, the stop sign was being
36 installed the next day, and the guard rail height had been confirmed. He reiterated that the last
37 two issues were final coat of pavement and the grading problem at Susan and Indian Falls Roads.
38 Emile Bussiere, Jr., said that he was trying to figure out a way to fix the intersection problem to
39 satisfy the Town's Consulting Engineer that did not involve completely rebuilding that section of
40 the road. He noted that during the design process a waiver had been granted to the regulation for
41 the length of the negative pitch from the intersection but he had found the language of the
42 regulation confusing where it required a grade no greater than -3% 75' from the intersection.
43 Emile Bussiere, Jr., noted that the waiver had been granted but the area had been constructed

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1 **MISCELLANEOUS BUSINESS, cont.**

2
3 incorrectly. He noted that the deadline he had been granted was until June 1st but the work
4 would not be completed by then and he was requesting an additional month to complete the
5 remaining items.

6 The Vice Chairman confirmed that the remaining issues were installation of the stop sign,
7 stabilization, the grade at the intersection of Susan and Indian Falls Roads and the final coat of
8 pavement. Emile Bussiere, Jr., confirmed those to be the issues. He noted that he did not know
9 what would be included in Kevin Leonard, PE's final punch list.

10 The Vice Chairman noted that based on the efforts that had obviously been made to get to
11 where he needed to be by the June 1st deadline, he would be willing to grant Emile Bussiere, Jr.,
12 a further extension of the conditions.

13 Emile Bussiere, Jr., raised a final question of when to remove the jersey barriers and gate
14 that currently blocked access to the road. It was noted that as soon as the road was safe for
15 public travel in Kevin Leonard, PE's opinion, it should be open.

16 David Litwinovich asked if a one month extension would be a realistic date for the
17 conditions to be completed. Emile Bussiere, Jr., indicated that Continental Paving was ready to
18 do the job and it was not a very complicated project to complete. Peter Hogan stated that he
19 would be okay with an extension and that he did not think the barriers should be taken down
20 until the road was ready to be accepted. The Coordinator pointed out that the Planning Board
21 had to have a compliance hearing prior to the Board of Selectmen holding a hearing to accept the
22 road. She also noted that in the past the Board had been okay with holding a small bond for
23 stabilization purposes in the event there was not enough growth at the time of compliance.

24 Dwight Lovejoy mentioned that he thought there were some areas of missing loam
25 however he could not provide specific locations when questioned by Emile Bussiere, Jr. It was
26 noted that Kevin Leonard, PE, was aware of the requirements and would ensure that all the areas
27 that needed loam and seed would be completed.

28
29 David Litwinovich **MOVED** to grant an extension to the conditions subsequent for SIB
30 Trust, Tax Map/Lot #12/88, 12/89 and 12/93-38, Indian Falls and Susan Roads, to July 1,
31 2015. Ed Carroll seconded the motion and it **PASSED** unanimously.

32
33 Dan Donovan, Jr., was present in the audience so the Vice Chairman continued with his
34 Miscellaneous Business item.

- 35
36 9. Memorandum dated May 26, 2015, from Ed Hunter, Building and Code Enforcement
37 Officer, to Planning Board, re: NRSPR/Assisted Living Residence, Tax Map/Lot #10/3-2
38 & 10/3-3, Old Coach Road, for the Board's review and discussion.
39 (Dan Donovan, Jr., to be present)

40
41 The Coordinator stated that she had expected a memo for the meeting from the BI/CEO
42 but had not received it yet. She noted that Dan Donovan, Jr., had some items to discuss with the
43 Board about things that had been added to the exterior of the site during the building process that

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1 **MISCELLANEOUS BUSINESS, cont.**

2
3 were not shown on the design plan, such as heating and air conditioner units, a generator and
4 dumpster. Dan Donovan, Jr., said that the installed items in question were air compressors, a
5 generator and a dumpster. He pointed out the locations on the approved site plan. He noted that
6 the air compressors had to be installed with the shortest distance to the areas of heating and
7 cooling within the building. Dan Donovan, Jr., explained that a neighbor had concerns with the
8 noise from these units and had mentioned it to the BI/CEO. Dan Donovan, Jr., pointed out that
9 the units were state of the art and quiet enough that he had no concerns with installing them up
10 against the building under the windows of the residents' bedrooms because they were so quiet.
11 He indicated that the ones in front of the building would be shielded from the street by
12 landscaping with evergreens, junipers and so on. He noted they were super-efficient and the
13 manufacturer's specifications listed their volume as 71 - 72 dB which was in the sound range of a
14 shower running or toilet flushing. He did not know how far away the decibels were measured in
15 response to a question from the Vice Chairman.

16 Dan Donovan, Jr., went on to say that the generator had to be installed under Department
17 of Health and Human Services requirements in case of emergency power outage for the
18 residents. He noted that it was a 150K generator powered by propane and indicated its location
19 on the site plan. He noted that the generator would be screened. He also indicated that two
20 1,000 gallon propane tanks were buried to provide the propane. Dan Donovan, Jr., next pointed
21 out the dumpster location and noted it would be an eight yard dumpster screened from view by a
22 fence of some kind. He then noted that his father wished to install a flagpole and that would be
23 shown on the plan as well.

24 Dan Donovan, Jr., stated that the driveways had been paved and the Road Agent and Fire
25 Chief had both been onsite. Dan Donovan, Jr., stated that the Road Agent had requested some
26 further clearing of trees along the frontage. He noted that landscaping in front of the building
27 would be planted where the driveway had originally been designed but which portion of the
28 driveway had been removed with the construction of two separate entrances. Dan Donovan, Jr.,
29 stated that covered stairs had been added to the back of the building at the exits from the
30 basement for life safety so they met the code for distances to exits for the residents. The Vice
31 Chairman reminded Dan Donovan, Jr., to show on the as-built any additional exterior lighting
32 made necessary with these exit changes.

33 Dan Donovan, Jr., noted that with the project construction coming to an end he knew he
34 had to have the BI/CEO perform a compliance check. He noted that the Coordinator had advised
35 him to discuss these items with the Board before the BI/CEO noted them as missing from the site
36 plan when he did his compliance site visit. The Vice Chairman noted that there would be a
37 compliance hearing based on the recommendations of the BI/CEO. Peter Hogan stated that an
38 as-built plan should be submitted showing all of the additions.

39 The Board told Dan Donovan, Jr., to have the as-built plan prepared and submit it to the
40 Planning Board along with a letter listing the items that had been discussed with them over the
41 last month or so that were additions to the approved plan. Dan Donovan, Jr., stated that he
42 would do so and then schedule a compliance walk with the BI/CEO. He noted that there would
43 then be a compliance inspection by the State Fire Marshall and DHHS. In order to be scheduled

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1 **MISCELLANEOUS BUSINESS, cont.**

2
3 for the July meeting, Dan Donovan, Jr., was informed that the as-built and a request for a
4 compliance hearing had to be submitted by July 13th. Dan Donovan, Jr., noted that he would
5 submit the as-built for review by the Board at the June 23rd meeting so that he would still have
6 time to get the BI/CEO's compliance inspection in time for the July meeting. J. Brandon Guida,
7 Esq., asked if the Certificate of Occupancy would be issued after the Planning Board's hearing.
8 The Vice Chairman stated that the BI/CEO was in charge of the process for issuing Certificates
9 of Occupancy.

10 Dan Donovan, Jr., noted that the Coordinator had pointed out that the power to the
11 building was shown on the site plan but that it had been brought in in a different location. It was
12 noted that should be shown on the as-built. The Coordinator explained that usually the design
13 plan was taken and rendered in a lighter ink tone with the as-built improvements layered over the
14 top in a darker ink so that the two could be seen in juxtaposition. She noted further that Dan
15 Donovan, Jr., may want to think about a small bond amount for stabilization purposes if there
16 was not enough growth prior to the compliance. Dan Donovan, Jr., stated that there was already
17 a bond in place and the Board explained that upon compliance that bond would be returned and a
18 smaller, usually cash, bond could be put up instead to guarantee stabilization. The Coordinator
19 also mentioned that in the past if the BI/CEO had noted that stabilization was lacking, he had
20 sometimes been able to go back out to the site just prior to the compliance hearing and confirm
21 that stabilization had taken place.

22 Dan Donovan, Jr., noted that since the change from a single driveway to two entrances
23 there was a change to the elevations and no need for a culvert. He asked if the erosion engineer
24 should comment on the fact that water was shedding to the retention ponds. The Vice Chairman
25 said that having the engineer's comments in the letter that would be submitted with the as-built
26 plans would be helpful. Peter Hogan thought that the Road Agent's determination regarding the
27 driveway culvert would be sufficient in his mind.

28
29 **Discussion, re: Master Plan update, Goals & Objectives.**

30
31 Ed Carroll stated that Joe Constance, who could not be at the meeting this evening, had
32 had lots of comments about the Goals and Objectives and wondered if the Board should wait for
33 him to be in attendance to have this discussion. The Vice Chairman stated that his goal this
34 evening was to focus on the vision statement presented at the last meeting by the Coordinator.
35 He had some thoughts he wanted to discuss with the Board and then it could be the subject of the
36 July New Boston Bulletin article. The Vice Chairman noted that Ed Carroll had volunteered to
37 write the next article for the Bulletin. Ed Carroll asked what it would be about and the Vice
38 Chairman said it would be on the vision statement. Ed Carroll said he had some thoughts about
39 volunteerism that he wanted to try and include but he had not put into words yet.

40 The Vice Chairman stated that the vision as drafted was a better description of what a
41 Master Plan vision should be with his suggested modifications (as indicated in bold italics
42 below).

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1 **MASTER PLAN UPDATE, cont.**

2
3 Our vision for New Boston is that our community will retain *and protect* its rural
4 character and quality of life into the future. We will preserve our history, heritage and
5 culture while managing new growth and development carefully. Our natural resources
6 are important to us and we will ~~protect~~ *manage* them for everyone's enjoyment and for
7 our community's future health. New Boston will be a place where our children can ~~grow~~
8 *thrive* and our older generations can stay; where people of all ages and backgrounds can
9 live, work and play. Our town government will strive to provide ever more efficient
10 services and maintain our roads, buildings and facilities while keeping our taxes as low as
11 ~~possible~~ *and returning high value to the town*. There will be opportunities to participate
12 and be involved as much as we want to but our privacy will be respected. New Boston
13 will be the place we remember and the place we want to stay. New Boston will be our
14 home.

15
16 Ed Carroll asked for the distinction between retain and protect in the first sentence. The
17 Vice Chairman said that one meant keeping the existing character and the other meant making
18 positive efforts to protect it. He said he intended to be less aggressive with the natural resources
19 part and suggested words such as "manage" or "administer" instead of "protect" in that context.
20 The Board agreed with these changes. With regard to the part about returning value to the town,
21 it was decided to add the words "and its residents" to the end of the sentence so it would read as
22 follows: "Our town government will strive to provide ever more efficient services and maintain
23 our roads, buildings and facilities while keeping our taxes low and returning high value to the
24 town and its residents.". The Board agreed with the change.

25 Ed Carroll stated that his thought was to include some language regarding using
26 volunteers to achieve some of the goals and objectives so that taxpayer money would not be
27 required to accomplish everything in the Master Plan. He said he would think about how to add
28 that to the vision statement. The Vice Chairman thought it could say something about active
29 involvement.

30 The Coordinator explained that she had drafted this vision statement based on the written
31 comments received from the Master Plan survey. She stated that she had tried to capture the
32 sentiment of the input in the various statements in the vision. She noted that there was definitely
33 a split between those people who wanted to be able to participate as and when they could and
34 those people who wanted to be left alone and not be told what to do at all. That was what she
35 had tried to capture in the sentence about opportunities to participate. David Litwinovich
36 thought it was important to express that and to note that things could get done when volunteers
37 stepped up to do them.

38 Ed Carroll asked if the Board thought anything to do with the potential growth rate of the
39 town should be included in the vision, noting the information received from the OEP conference
40 pointed to an aging population and a drop in population. The Vice Chairman thought that the
41 vision statement was not the place for a discussion of growth. David Litwinovich thought that
42 in a broad sense the sentence in the vision statement with regard to children thriving and older
43 generations being able to stay in town covered the concept. A brief discussion took place about

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1 **MASTER PLAN UPDATE, cont.**

2
3 housing affordability and land prices. The Vice Chairman noted that Ed Carroll's concerns with
4 growth and population would be covered in the review of the goals and objectives and the
5 chapters of the plan.

6 The Vice Chairman stated that the article for the next Bulletin should be about the vision
7 statement and requesting the townspeople's feedback on the vision statement to be received by
8 the Board's August meeting.

9
10 **MISCELLANEOUS BUSINESS, cont.**

- 11
12 1. Approval of the April 28, 2015, meeting minutes, with or without changes. (distributed
13 by email)

14
15 The Vice Chairman pointed out that in these minutes there was one occasion where
16 "updated" should be "update"; the name Duck was spelled with a lower case d; and "60" should
17 be "60K".

18
19 David Litwinovich **MOVED** to approve the minutes of April 28, 2015, as amended. Ed
20 Carroll seconded the motion and it **PASSED** unanimously.

- 21
22 2. The minutes of May 12, 2015, were distributed for review and approval at the June 9,
23 2015, meeting. (distributed by email)

24
25 3a. Endorsement of a Minor Subdivision/LLA Plan for Wayne B. Daniels, Trustee, of the
26 Ella J. & Leon R. Daniels Revocable Trust, Tax Map/Lot #19/23-1 & #19/28, Mill Street,
27 by the Planning Board Chairman & Secretary.

28
29 3b. Endorsement of a Notice of Decision Cover Sheet for the Minor Subdivision/LLA Plan
30 for Wayne B. Daniels, Trustee, of the Ella J. & Leon R. Daniels Revocable Trust, Tax
31 Map/Lot #19/23-1 & #19/28, Mill Street, by the Planning Board Chairman

32
33 The Coordinator stated that Peter Hogan could sign these at the end of the meeting but
34 they would not be dated until such time as he was sworn into office by the Town Clerk.

35
36 4a. Driveway Permit Applications for S&R Holding Company, LLC, Tax Map/Lot #'s
37 12/19-15 thru 12/19-22, Lorden Road, for the Board's action.

38
39 4b. Section copy of Planning Board meeting minutes of August 26, 2014.

40
41 The Coordinator noted that at the time these driveway permits had been submitted the
42 first time, the Board had conducted a site walk and noted that while they thought there were
43 locations on each of the lots that could accommodate a driveway the exact location was not clear

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1 at that time. She noted that the locations had now been specified and the Road Agent had signed
2 off on all the permits. She wondered if the Board wanted to go back onsite or if they were able
3 to act on the permits based on their previous site walk and the action of the Road Agent.

4 The Board determined that they did not have to conduct a further site walk and were
5 comfortable with the Road Agent's determinations.

6
7 David Litwinovich **MOVED** to approve the driveway permits for Tax Map/Lot #s 12/19
8 - 15 through 12/19-22 for S&R Holding Company, LLC, Forest View II, Susan Road and
9 McCurdy Road, with the Road Agent's recommendations for requirements. Ed Carroll
10 seconded the motion and it **PASSED** unanimously.

- 11
12 5. Letter dated May 12, 2015, from David J. Preece, AICP, Executive Director, SNHPC, to
13 Peter Hogan, Chair, New Boston Planning Board, re: SNHPC Representative from New
14 Boston, for the Board's review and discussion.

15
16 The Planning Board Assistant noted that Brent Armstrong's term as SNHPC
17 representative had expired. She noted that due to ill health Brent Armstrong had been unable to
18 attend all the meetings in the recent past and while he wanted to continue on the Commission he
19 would understand if someone else could have a better attendance rate. She further noted that the
20 meetings were held on the last Tuesday of the month from 11:30 a.m. to 1:30 p.m. +/- which
21 made it hard for those who worked to get there. The Coordinator stated that Brent Armstrong
22 and Bo Strong were the Town's long time representatives having been part of the town's planning
23 history for many years. She stated that it did not have to be someone with Planning Board
24 connections to represent the town and that other communities sent other officials such as
25 Selectmen and other committee members to represent them. She also noted that the Commission
26 liked to have alternates from the communities also available.

27 The Vice Chairman noted that he would be willing to be an alternate to the Commission.
28

29 David Litwinovich **MOVED** to recommend to the Board of Selectmen that Brent
30 Armstrong be reappointed as New Boston's representative to the SNHPC and that Mark
31 Suennen be appointed as an alternate to the SNHPC both with three year terms. Ed
32 Carroll seconded the motion and it **PASSED** unanimously.

- 33
34 6. An invoice dated May 7, 2015, and Construction Services Reports dated April 10, 13 and
35 May 8, 2015, from Northpoint Engineering, LLC, for Twin Bridge Estates, Phase II, were
36 distributed for the Board's information.

- 37
38 7. An invoice dated May 7, 2015, and Construction Services Report dated April 10, 2015,
39 from Northpoint Engineering, LLC, for Forest View II, were distributed for the Board's
40 information.

- 41
42 10. An email received May 26, 2015, from Tris Construction, re: Twin Bridge Estates, Phase
43 II, On-site meeting, Wednesday, May 27, 2015, was distributed for the Board's

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1 **MISCELLANEOUS BUSINESS, cont.**

2

3 information.

4

5 11. Information from Legislative Bulletin, 2015 Session, re: Accessory Dwelling Units, was
6 distributed for the Board's information.

7

8 12. Discussion regarding the Planning Board's summer schedule.

9

10 The Board's consensus was to go to a summer schedule with one meeting only on the
11 fourth Tuesday of July and August.

12

13 13. The Coordinator noted that she had recently received notification that the HUD lawsuit
14 against the Town regarding Rose Meadow had been dropped.

15

16 Respectfully submitted,

17

18

19 Nicola Strong

20 Planning Coordinator

21

22 Minutes approved: 06/09/2015