

**TOWN OF NEW BOSTON
NEW BOSTON PLANNING BOARD
July 26, 2016**

1
2 The meeting was called to order at 6:30 p.m. by Planning Board Vice Chairman Mark
3 Suennen. Present were regular members David Litwinovich, Peter Hogan and Ed Carroll. Also
4 present were Planning Consultant Mark Fougere and Planning Assistant/Recording Clerk Valerie
5 Diaz.
6

7 There were no members of public present in the audience.
8

9 **Continued discussion, re: Master Plan Update**
10

11 Mark Fougere stated that he did not have much to report with regard to the Master Plan
12 update as he had not been in the office earlier in the month. He stated that he was scheduled to
13 attend the Road Committee's next meeting in October to go over the Transportation chapter. He
14 noted that the Road Committee might not exist in October and if that was the case he would
15 speak directly with the Road Agent.

16 Mark Fougere stated that he reviewed some of the Master Plan chapters and goals with
17 the Conservation Commission Chair, Laura Bernard, as well as Conservation Commission
18 member, Barbara Thompson. He noted that Ms. Thompson believed that more specific
19 recommendations should be included. He stated that the Conservation Commission was going to
20 further review the chapters and submit their comments to the Board.

21 Mark Suennen asked what the Board could anticipate from Mark Fougere relative to the
22 Master Plan update discussion at the August 23, 2016, meeting. Mark Fougere answered that he
23 still needed to meet with people but indicated that he could move forward with updating housing
24 and population statistics. David Litwinovich believed that it would be unrealistic to complete the
25 update and present to the Town in March 2017. Mark Fougere agreed with David Litwinovich.
26 He advised that the Board was obligated by State statute to complete two things, an updated
27 vision and future land use map. He noted that the vision had been completed and could be
28 adopted. He explained that the future land use map from ten years ago could be reviewed and if
29 there were not many changes it could also be adopted. He stated that if those two statutory
30 requirements were met they could chip away at the rest of the Master Plan.

31 Mark Fougere suggested that potential Zoning Ordinance changes be discussed at the
32 next meeting, i.e., over 55 housing.
33

34 **MISCELLANEOUS BUSINESS AND CORRESPONDENCE FOR THE MEETING OF**
35 **JULY 26, 2016**
36

- 37 1. Approval of the June 14, 2016, meeting minutes with or without changes. (distributed by
38 email)
39

40 David Litwinovich listed the following amendments:

41 Page 1, Line 32 – delete the word “it” after the word “anticipation”;

42 Page 2, Line 20 – Add the word “a” before the word “lab”; and

43 Page 5, Line 43 – Correct the date to July 26, 2016.
44

45 Mark Suennen **MOVED** to approve the June 14, 2016, meeting minutes as amended. Ed
46 Carroll seconded the motion and it **PASSED** unanimously.

**TOWN OF NEW BOSTON
NEW BOSTON PLANNING BOARD
July 26, 2016**

**MISCELLANEOUS BUSINESS AND CORRESPONDENCE FOR THE MEETING OF
JULY 26, 2016, Cont.**

2. Distribution of the June 28, 2016, meeting minutes, for approval at the August 23, 2016, meeting, with or without changes. (distributed by email)

The Chairman acknowledged receipt of the above-referenced matter; no discussion occurred.

3. Endorsement of a Notice of Decision Coversheet for Robert Starace Homes, LLC, Tax Map/Lot #11/112, Joe English and McCurdy Roads, by the Planning Board Chairman.

The Chairman endorsed the above-referenced Notice of Decision Coversheet.

4. Endorsement of a Notice of Decision Coversheet for Maryellen St. Laurent Revocable Trust, Tax Map/Lot #11/51, Joe English and Bailey Pond Roads, by the Planning Board Chairman.

The Chairman endorsed the above-referenced Notice of Decision Coversheet.

5. Endorsement of a Notice of Decision Coversheet for Susan B. Martin, Trustee, Tax Map/Lot #14-1 & 1-1, South Hill, McCollum and Meadow Roads, by the Planning Board Chairman.

The Chairman endorsed the above-referenced Notice of Decision Coversheet.

6. Endorsement of a Site Review Agreement for McGrail Site Plan, Tax/Map Lot #11/31, Mont Vernon Road, New Boston, New Hampshire, by the Planning Board Chairman.

The Chairman endorsed the above-referenced Site Review Agreement.

7. Endorsement of a Minor Subdivision/LLA for Susan B. Martin, Trustee, Tax Map/Lot #14-1 & 1-1, South Hill, McCollum and Meadow Roads, by the Planning Board Chairman and Secretary.

The Chairman and Secretary endorsed the above-referenced Minor Subdivision Plan.

- 8a. Email dated July 14, 2016, from Ed Hunter to Tim Cobb, re: New Boston Dental Care Renovation, for the Board's information.

- 8b. Letter with attachments received July 20, 2016, from Tim Cobb to New Boston Planning Board, re: New Boston Dental Care Renovations, for the Board's review and discussion.

**TOWN OF NEW BOSTON
NEW BOSTON PLANNING BOARD
July 26, 2016**

**MISCELLANEOUS BUSINESS AND CORRESPONDENCE FOR THE MEETING OF
JULY 26, 2016, Cont.**

The Planning Assistant advised that Mr. Cobb had spoken with the Building Inspector with regard to completing renovations at New Boston Dental Care. She continued that the Building Inspector had suggested that Mr. Cobb outline the proposed renovations in a letter to the Planning Board as he believed the changes were minor and could be attached to the site plan as an amendment.

The Board reviewed the approved site plan for New Boston Dental Care.

Mark Suennen noted that one ADA compliant parking space would be removed along with two other parking spaces to accommodate the construction of a vestibule. He stated that 33 spaces were required on the site and 46 spaces would be provided.

The Chairman had concerns that the parking would be affected should more employees be hired. Mark Suennen suggested that a current parking calculation be provided to the Board.

Mark Suennen reminded the Board that the owner of the property, Wayne Daniels, had discussed creating a shared entrance at the property in question and his abutting property.

David Litiwinovich asked if the Board had created restrictions with regard to the number of employees that could be hired. The Chairman answered no and added that the number of employees should be discussed to ensure there would be adequate parking. Mark Fougere stated that a personal service was required to have a parking space for every 300 s.f. He went on to say that typically medical office parking was based on the number of staff and customers and not square footage. The Chairman stated that the parking requirements for a medical office needed to be changed in the subdivision regulations. Mark Fougere stated that he would gather some doctor/dentist parking standards for the Board to review at the next meeting.

The Board determined that they wanted to speak with Dr. Brenner or a representative to discuss the renovations at the next meeting under miscellaneous business.

10. Copy of approved House Bill 1202, for the Board's information.

Mark Fougere explained that the subdivision application submittal time had been changed from 15 days prior to a meeting to 21 days. He noted that the Subdivision Regulations needed to be updated to reflect the change and could be done during the August meeting.

11. Letter copy dated July 11, 2016, from Brent Armstrong to the Town of New Boston Board of Selectmen, re: resignation as New Boston Representative to the SNHPC, for the Board's information.

The Chairman **MOVED** to nominate Mark Suennen as the New Boston Representative to the SNHPC. David Litwinovich seconded the motion and it **PASSED** unanimously.

12. Letter copy dated July 26, 2016, from Ed Hunter, Code Enforcement Officer, to Bob Waller, re: Site Plan, for the Board's information.

The Chairman acknowledged receipt of the above-referenced matter; no discussion occurred.

**TOWN OF NEW BOSTON
NEW BOSTON PLANNING BOARD
July 26, 2016**

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35

**MISCELLANEOUS BUSINESS AND CORRESPONDENCE FOR THE MEETING OF
JULY 26, 2016, Cont.**

13. Letter dated July 26, 2016, from Kenneth Clinton, LLS/PLS, to Shannon Silver, Planning Coordinator, re: Ecosmith Recyclers, Inc., Tax Map/Lot #6/40-1-1, relocation of stormwater basin and proposed gravel area, for the Board’s review and discussion.

The Chairman commented that he did not believe water could shed off the above-referenced property unless it was lined with rubber. He continued that he did not have any problems with what was being proposed; however, he questioned if any of it was necessary. Mark Fougere noted that there could be potential for water to runoff the site if excavation had gone into the groundwater table.

The Chairman stated that he wanted to revisit the site plan with the owner. He continued that discussions had taken place with the owner relative to the storage of the dumpster and that they should not be piled on top of each other. Mark Suennen noted that the dumpsters had been piled on top of each other right away. The Chairman agreed and stated that the requirement that the dumpsters not be stored outside must not have been transferred onto the site plan.

The Board agreed that the owner needed to meet with the Board at the next meeting to discuss his request and discuss other issues on the site.

Mark Suennen **MOVED** to adjourn at 7:33 p.m. David Litwinovich seconded the motion and it **PASSED** unanimously.

Respectfully submitted,

Minutes Approved: September 13, 2016

Valerie Diaz, Planning Assistant/Recording Clerk