

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
36
37
38
39
40
41
42
43
44
45

**Sandown Planning Board
Minutes
September 6, 2011**

Date: September 6, 2011

Place: Sandown Town Hall

Members Present: Mark Traeger – Chair, Donna Green – Vice Chair, Hans Nicolaisen - Ex-Officio, Marilyn Cormier, Fred Daley, Steven Meisner, Ed Mencis, Alternate Matt Russell, Steve Keach – Town Engineer

Also Present: Recording Secretary Andrea Cairns

Absent: Alternate Ernie Brown

Opening: Mr. Traeger opened the meeting at 7:00 p.m.

Approval of Minutes

Changes to 8/16/11 minutes

L42 change “agreed” to “Mr. Russell noted”

L61 change “permission” to “approval”

L63 change to “all the state permits for that subdivision were in place.”

L91 change to “additional costs for editing services. The Master Plan...”

L93 change to “combining all sources of information into one cohesive document.”

L124 add “as of September.”

L137 change to “pros and cons of changing the maximum”

L141 change to “concern over changing the maximum length of cul-de-sacs and regulations...”

L143 change to “If the board states minimum numbers for road widths, that will become the de-facto maximum and the town loses their flexibility.”

L146 add “with a series of criteria for determination of width.”

L166 change “exaction” to “excavation”

L169 change to “The Palmers on Hampstead Road have a contract with the...”

L183 change “LLC” to “LOC”

L186 and 187 change “LLC” to “LOC”

The minutes for 05/17/11 and 06/07/11 will be reviewed at the next meeting. The Board would like Ms. Patterson to include these in the packets for the next meeting.

7:20 - Glastombury Road Discussion – Resident concern

Present was Tony Aceto a resident of 16 Glastombury Road.

Mr. Aceto inquired about the status of the surety and when the remainder of the street would be paved.

The Board noted that the surety is under Avalon Estates and should be referred to as Avalon Estates in the discussion instead of Glastombury Road to avoid confusion.

46 The Board discussed the possibilities of paving this year, if there was time, and if there
47 was not enough time to pave this year, would there be enough money to pave the road
48 next year.

49
50 The Board also discussed sending a letter to the Board of Selectman to see if the road
51 could be paved this year.

52
53 The Board then discussed reviewing the surety to see what approvals and timelines were
54 in place for completion of the project.

55
56 Ms. Green noted that the developer went bankrupt and Bank of New England put the
57 surety in place. She suggested the Board talk to the bank.

58
59 The Board discussed whether the road is in good enough shape to wait until the spring.

60
61 Mr. Keach joined the meeting. Mr. Traeger asked Mr. Keach if he felt there was enough
62 money in the surety to finish paving the road next year. Mr. Keach felt there would be
63 enough money but would like to see the road topped this year. He also noted that he does
64 not like to see top placed after October 15th.

65
66 Mr. Keach noted that the Board could not call the surety because it doesn't expire until
67 June 23, 2012. He suggested sending a letter to Bank of New England asking what their
68 schedule is. Mr. Keach did not know to whom the letter should be addressed, but could
69 find out.

70
71 **MOTION:** Mr. Daley made a motion to approve that the Chairman should send a letter
72 to Bank of New England requesting them to take measures to pave the remaining portion
73 of Glastombury Road with the understanding that it would be in their best interest to
74 complete the project as soon as possible in order to minimize their costs. Ms. Cormier
75 seconded the motion.

76
77 *Discussion:* Ms. Green suggested they notify the bank that timing was critical. She also
78 suggested they add to the letter that the Planning Board has concerns there won't be
79 enough money to pave to road in the 2012 paving season and that they are prepared to
80 call the surety.

81
82 Mr. Keach noted that the Board could not compel the bank to pave the road this year
83 since the expiration of the surety is June 2012.

84
85 Mr. Keach suggested adding to the letter that if steps weren't taken to pave in advance,
86 they only have six weeks in the spring to get this taken care of. The bank should call the
87 Planning Board to schedule discussion. The Board should add a deadline to respond to
88 the letter and let the bank know if they don't respond, the board will take action.

89
90 Mr. Keach made a suggestion as an alternative option to getting the road paved. The
91 Town of Sandown just signed a contract with Busby Construction for paving. Mr. Keach

92 suggested if the bank provided the Board of Selectman with the funds, the town could re-
93 contract with Busby to include Avalon Estates. The bank would pay Busby at the town's
94 contracted price.

95

96 Ms. Green was not comfortable with that suggestion and noted the town should not be
97 recommending a private contractor to the bank.

98

99 The Board voted unanimously in favor of having the Chairman send a letter to Bank of
100 New England. There were no abstentions.

101

102 **Approval of Minutes Continued**

103 Ms. Green asked Mr. Keach to read the minutes from the 8/16/11 meeting and clarify
104 lines 61-63. Mr. Keach stated lines 61-63 were correct as written with the addition of "for
105 that subdivision" to line 63.

106

107 **MOTION:** Mr. Daley made a motion to approve the 8/16/11 minutes as amended. Mr.
108 Mencis seconded the motion. Ms. Green opposed. Ms. Cormier and Mr. Nicolaisen
109 abstained. Four voted in favor so the motion carried.

110

111 **Regulation Update Discussion**

112 The Board discussed the document Mr. Keach wrote for variable road width standards.

113

114 Mr. Keach reviewed the document and answered the Board's questions.

115

116 Mr. Meisner stepped down and had Alternate Matt Russell take his place.

117

118 *Several changes to the document were noted and are as follows:*

119 9.1.5 - should say "contiguous" instead of "continuous"

120 9.1.6 - change to "Street names shall be subject to review, comment and approval by the
121 Planning Board and by the Fire Chief."

122 9.2.3 - last line "Section 9.1B" should be changed to "9.1.8"

123 9.2.4 - The Board would like to obtain feedback from the Fire Chief on this issue before
124 the next meeting. Mr. Traeger will email the paragraph to the Fire Chief for his review.

125 Ms. Green stated she would like for the Chief to attend the next meeting.

126

127 The Board would also like to get input from the Fire Chief on what the maximum number
128 of dwellings should be.

129

130 9.5.2 - change the word "may" to "shall" throughout.

131

132 The Board discussed removing the line "both interior and exterior to the subdivision" and
133 decided to leave it as is.

134

135 9.24 - change "applicant's" to "applicants"

136

137 Mr. Keach noted that if the Board passes 9.24 as written, future surety applications will
138 require winter maintenance as another line item.

139 Mr. Traeger noted that after the Planning Board accepts the document as written, they
140 would need to get on the Board of Selectman's agenda for discussion.

141
142 The Board's next steps will be to review the updated document at the next meeting. They
143 will ask Chief Tapley or a representative to attend the 9/20/11 meeting. The Board will
144 then choose a date for a public hearing.

145
146 At the 8/16/11 meeting, Ms. LaBranche suggested to the Board that they write down a list
147 of all the things they would like the roads to give the town as well as what they feel the
148 current regulations don't address. Ms. Green reviewed her list for the Board.

149
150 **Other Business:**

151 The Board reviewed their budget. They agreed they would take Education down to \$300.
152 All other line items would remain the same.

153
154 Mr. Traeger noted the Board received an invoice for \$787.56 from the town attorney for
155 her involvement in the Valerie Way issue. Mr. Traeger will pay that invoice.

156
157 Mr. Traeger noted the town's attorney worked with Mr. Kanakis from Bank of New
158 England and concluded that the bank will pave Valerie Way. In order for the bank to be
159 paid back, the town will collect money from the other owners when the building permits
160 are issued. The town will bill the new owners \$2,200 and that money will go back to
161 Bank of New England.

162
163 **Correspondence:**

164 Mr. Traeger reviewed correspondence received by the Board.

165
166 **Engineering Report:**

167 Mr. Keach did not have anything new to report.

168
169 **Other Business:**

170 Ms. Green will give her formal resignation from the Rockingham Planning Commission
171 to the Board of Selectman since they will need to replace her.

172
173 **MOTION:** Mr. Mencis made a motion to adjourn. Mr. Russell seconded the motion. The
174 Board voted unanimously in the affirmative. Meeting adjourned at 10:00 p.m.

175
176 Respectfully submitted,



177
178 Andrea Cairns, Recording Secretary