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**Sandown Planning Board
Minutes
April 17, 2018**

Date: April 17, 2018

Place: Sandown Town Hall

Members Present: Ernie Brown – *Chairman*, John White – *Vice Chairman*, Ed Mencis – *Secretary*, Steve Meisner, Steve Finnegan, Doug Martin, Steve Keach- Town Engineer

Members Absent, Mark Traeger – *Alternate*, Matthew Russell – *Alternate*, Bruce Cleveland- *Selectman Liaison*

Also Present: *Melyssa Tapley- Administrative Assistant*

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

Mr. Brown led the pledge of allegiance.

Mr. Brown performed the roll call.

Alternate Doug Martin seated as a voting member.

Review of the 3/20/18 Minutes

MOTION: Mr. Mencis made a motion to approve the 3/20/18 minutes as amended. Mr. Finnegan second the motion. All in favor. Mr. Martin abstained. The motion passed (5-1-0)

Correspondence

- **Review Letter of the Pre-Construction Meeting from CMS Sullivan, for the Consolidation& Subdivision Application, Tax Map 25 Lot 74 in Sandown, Tax Map 3 Lot 140 in Danville**
- **Irrevocable Standby Letter of Credit for the CMS Sullivan Subdivision they have one lot in Sandown, Tax Map 25, Lot 74**
- **Atkinson Planning Board Legal Notice for an Application for Site Plan will be submitted by SBA Communication Corporation/o Prince Lobel Tye LLP for a proposed 160-foot-tall Monpole with twelve panel antennas and associated equipment and equipment shelter, generator and fencing to be located on property at 10A High Hill Road, Map 18 Lot 14 in the RR2 Zone.**
- **Letter from CMS Sullivan and revised plans for the above Consolidation and Subdivision application. Tax Lot3-140 Danville, Tax Lot 25-74 Sandown.**

CMS Sullivan, Inc

Mr. Charlie Zilch (Project Engineer) and Mr. Chet Sullivan (Owner) came before the Board requesting that the Board signs a set of the Subdivision Plans to have at the job site in accordance of the Conditional approval requirements. These plans are not for recording purposes. There are a few changes to the plans. Mr. Sullivan added an easement area on the side of the Angle Pond Fire Station to help make a snow removal area and added parking for the Fire Station.

46 Mr. Brown and Mr. White signed the pre-constructions plans.

47

48 **Old Business**

49 **Discussion regarding questions and concerns about the Kelly Greene Subdivision**
50 **going up on Wilkele**

51

52 Zachary Champion- 2 Wilkele Road here to represent the residents of Wilkele. Mr.
53 Keach our Town Engineer is here to answer any questions or concerns that Mr.
54 Champion and the Residents of Wilkele have. Lewis Builders has owned the land since
55 2012. Mr. Keach reviewed the notes on the plans regarding the work that will be done to
56 the road. Lewis Builders was also required to have a Road Bond which gives the Town
57 Surety that if Lewis Builders does not do the required work to the road the Town will use
58 that money to make the repairs.

59 Mr. Champion asked Mr. Keach about the improvement guarantee worksheet. Mr.
60 Champion asked even though Mr. Keach had done one back in 2012 is this the same
61 sheet or did Mr. Keach review the plans and road before sending a new work
62 improvement sheet. Mr. Keach stated he had reviewed the plans and road and not much
63 has changed as far as work that needs to be done. Mr. Keach stated the only thing that
64 might change is the cost of paving.

65 Mr. Keach reassured Mr. Champion that knowing Lewis Builders from working with
66 them closely and seeing the work they have done there should be no reason the Board has
67 to use the Road Bond Lewis Builders has with the town and that Lewis Builders will do
68 the proper work that needs to be done on the road. Mr. Keach noted that the project
69 Lewis Builders just finished up in Atkinson is a great example of the work Lewis Builder
70 has done.

71 Mr. Champion asked Mr. Keach why there is not a entire profile of the road in plans. Mr.
72 Keach stated there is no need because they are not building a road and the section of the
73 road that is on the plans is the section that requires more work. Mr. Champion stated that
74 the original road plans have not been recorded at the Registry of Deeds. Mr. Keach states
75 that they are and gave Mr. Champion the plan number, Plan #1186.

76 Mr. Champion is also concerned with the Fire Code of having a 20-foot road. Some of
77 Wilkele is not 20 feet and Mr. Keach stated that the road will be 20 feet and that to get 20
78 feet all they way up and not cut into the resident's property they may have to cut back the
79 size of the shoulder.

80 Mr. Keach stated that Lewis Builders will be having a pre-construction site meeting and
81 has invited Mr. Champion to attend that meeting to help him get a better idea of what
82 work is going to be done and to express and questions and concerns he and the residents
83 still may have.

84

85 **New Business**

86 Mike Costanzo- 7 Powder house Road came before the Board with some concerns
87 regarding construction on some lots by his house. Mr. Costanzo came home earlier in the
88 week to find silt and debris in his culvert and the roadway from the clearing of the lots.
89 Mr. Costanzo is concerned with storm water issues. Mr. Costanzo also mentioned they
90 had no silt barriers up. Mr. Brown and Mr. Mencis made mention that they will go up

91 there and talk to the builder regarding Mr. Costanzo's concerns. Mr. Keach also made
92 mention that Mr. Costanzo can contact the Building Inspector.

93

94 **Review of MS4 Annual Report**

95 The Board reviewed the MS4 Annual Report with the help of Mr. Keach. Mr. Keach
96 noted some changes for the Planning Board part of the Report. Ms. Tapley stated she will
97 make the changes and give them to Paula Gulla.

98

99 **Motion: To appoint Mr. Doug Martin as a full-time member to the Planning Board**

100 Mr. Mencis made a motion to appoint Mr. Martin as a full-time member for the rest of
101 this election cycle. Mr. Finnegan second the motion. All in favor. The motion passed.

102

103 **Motion to Adjourn**

104 Mr. Mencis made a motion to adjourn. Mr. Finnegan seconded the motion. All in favor.
105 The motion passed. Meeting ADJOURNED at 8:54pm

106

107 Respectfully Submitted,

108

109 Melyssa Tapley

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