

Newfields Planning Board Meeting Minutes December 13, 2018

Attendance: Chairman John Hayden, Mike Price, Mike Todd, Bill Meserve, Jeff Feenstra and Town Planner Glenn Greenwood. Absent from the meeting was Jamie Thompson.

Chairman Hayden called the meeting to order at 7pm.

Tropic Star Development Site Plan

John Hayden stated that the reason for the discussion tonight is to bring up the fact that there is no signed mylar on file for the site plan of Tropic Star Development. He recused himself from the discussion due to being an abutter and Mike Price took over as Chairman.

Jim Mitchell recently refinanced the property at the corner of Rt. 108 and Rt. 85 and two weeks prior he needed a signed copy of the conditions of approval. He could not locate a signed copy of the conditions of approval dated February 2014 or a signed copy of the amended conditions of approval from September 2014. The amended conditions of approval pertained to a change in the location of the building on the original plan and the deletion of one gas pump.

Jeff Feenstra was chairman at the time and believes he signed the conditions of approval. He said there should be a copy of the plan in the town office.

Glenn said there should be a site plan recorded at the Registry of Deeds. Jim added that he no longer requires a signed copy of the conditions of approval for his refinance. He plans on starting the project in the Spring.

John said Sue could not locate a signed copy of the conditions of Approval or the amended conditions from 2014.

Bill asked how the board should proceed if there are no signed documents for Tropic Star. It is as simple as voting on it again. The conditions are very detailed and minutes indicate that the plan was approved according to Glenn.

Glenn will research whether or not any recordings of a mylar or conditions of approval have taken place and get back to Jim Mitchell.

Jim went on to update the board on progress to date. The trees on site have been cleared and the building has been removed. With permission from DOT, they removed the coal tar up to the edge of Route 108; about 900 yards were hauled away. A recent water sampling on site came back clean. Jones & Beach has been working with DOT on the best methodology to extend the water and sewer.

Robert Kelly & Robin Marcotte-Map 208 Lot 14 134 Old Lee Rd-Lot line adjustment

Bobby Kelly was before the Board to talk about changing the access to the 29-acre parcel behind his property to the westerly side of his lot. The existing access overlaps his driveway which he uses daily to come and go from his home at 134 Old Lee Rd. He has granted provisional permission to landowner Robert Peterson to use the new proposed access strip to access lot 15, as noted in the covenant recorded with his deed.

Bobby would like to get the swap of land done as soon as possible. His mortgage company, Merrimack County Savings Bank has requested documentation from the town approving the swap.

Glenn said a boundary line adjustment needs to be completed. The Board can state they are in favor of the swap of land but they cannot grant official approval tonight for Merrimack Savings Bank.

A formal application for lot line adjustment with a survey and notification of abutters, will need to be presented to the Planning Board for approval.

Jeff Couture was at the meeting to extend the Conservation Commission's concerns with three of the lots being proposed in the development behind Robert Kelly's property.

John Hayden said that the Conservation Commission should reach out to the DES directly with their concerns. Currently, there is no application for the subdivision on file. He strongly suggested reiterating all comments to DES.

Bill commented that the Lamprey River Advisory Committee will also want to be aware of the Conservation Commission concerns.

Mike Price graciously accepted his position as Lamprey Regional Solid Waste Co-Op Representative.

Glenn did speak with Attorney Derek Durbin regarding condo conversions. We cannot exclude condo conversions and anyone wishing to apply should use the subdivision regulations.

The minutes of September 13, 2018 were reviewed and amended to reflect that Robert Peterson abruptly ended the meeting and left. A motion was made by Bill and seconded by Mike Todd to approve the minutes as amended. All were in favor and the motion passed.

A motion was made by Jeff and seconded by Mike Price to approve the November 8, 2018 minutes. All were in favor and the motion carried.

The Board discussed the number of hours Glenn would provide applicants without charge. A motion was made by Bill and seconded to add to Glenn's contract that he will provide applicants with three hours of his services and any additional time shall be charged to the applicant. All were in favor and the motion carried.

John talked about changing our process with regard to application submissions, acceptance and subsequent hearings. He is suggesting that any application that is not minor in nature, require a hearing for application acceptance and at that hearing a date set for a site walk followed by the public hearing. This would allow the Planning Board the benefit of seeing the site

Glenn said the change to the subdivision regulations would need to be noticed. Mike Todd agreed that including a site walk makes the process of acceptance more efficient. A motion was made by Mike Todd and seconded to change the subdivision regulations to require a site walk on subdivisions, not minor in nature. All were in favor and the motion carried.

The meeting adjourned at 8:07pm.