

**Newfields Planning Board Meeting Minutes**  
**April 11, 2024**

**Attendance:** Jeff Feenstra, Select Board Representative Michael Sununu, Bill Meserve, Town Planner Glenn Greenwood, Jamie Thompson, and John Hayden. Absent from the meeting was Mike Price and Jeff Couture

Acting Chair Jeff Feenstra called the meeting to order at 7:03pm

**Lot Line Adjustment-Katie & Rowen Prescott/Andrew Carroll-Map 102 Lot 79 and Lot 72**

A motion was made by Michael Sununu and seconded by Bill Meserve to take jurisdiction of the lot line adjustment plan. All were in favor and the motion carried.

Rowen Prescott presented his lot line adjustment plan. The adjustment would convey .388 acres from lot 79 to lot 72. The applicant did go before the ZBA and was granted a variance without any stipulations.

Michael asked Rowen to explain the desire for the lot line adjustment.

Rowen said that the area being conveyed to his lot 72 is a much lower elevation than Lot 79 and is easier to access from his lot.

Chair of the Zoning Board, Kent Lawrence indicated that ZBA did not feel the area being conveyed had an impact on our building regulations and Rowen's lot has better access to their property.

Bill Meserve said the Planning Board has been presented with a couple of these types of lot line adjustments this year and wondered if there was a way to streamline the process. Glenn explained that the Planning Board has no authority under the law to change the configuration of a non-conforming lot and the only way to streamline the process is to hold a joint meeting with the Zoning Board.

Michael Sununu asked if the lot line adjustment would create an issue with the percentage of coverage for Map 102 Lot 79, which is becoming smaller in size. Glenn said we are not creating a situation where lot coverage would be an issue.

Jamie Thompson asked Rowen if he intended to move any of the buildings on his property. Rowen indicated his home is in a non-conforming location, five feet from his property line. He has no intention of moving any buildings.

Glenn added that he would like to see a note added to the plan providing the date and ZBA approval and note detailing how the new lot line is being monumented. Rowen agreed and said iron will be placed on the boundaries.

A motion was made by Michael Sununu and seconded by Jamie Thompson to close the public hearing. All were in favor and the motion carried.

A motion was made by Michael Sununu and seconded by Bill Meserve to approve the plan on condition that notes be added for monumentation and ZBA approval. All were in favor and the motion carried.

The mylar will be signed at the next meeting.

### **Squamscott Winery-Site Plan Modification -Bill Meserve & Bob Elliott-Map 102 Lot 47**

Bill Meserve recused himself from the Board.

A motion was made by Michael Sununu and seconded by Jeff Feenstra to take jurisdiction of the site plan amendment. All were in favor and the motion carried.

Bill presented the approved site plan depicting the new location of a previously approved building, which will be smaller and in a different location and there is plenty of parking available. The location is better for utilities, and it will possibly be a drive under building. Prior conditions of approval were for 40 people, and they are finding that periodically they go up to 50-60 people. The vineyard is fully developed and there will be no further expansion.

He also wants to construct an additional pavilion 40 x 70 pavilion. Bill spoke with Brian Knipstein and Ray Buxton regarding connecting to sewer on Quinn Ct and to have a utility pole placed in the right of way.

Michael Sununu asked what kind of services would be provided at the building site and if there were any food serving facilities. Bill indicated that they serve snack food such as cheese and crackers and no restaurant or catering license is necessary. There will be no live music and they will abide by the noise ordinance.

Michael Sununu asked if there was ample parking for the increase in capacity. Bill said they have plenty of parking spaces available. The only time the capacity may reach 60 is if a bus comes in for a bachelorette party. Otherwise, they may have 8 or 9 cars on site at events and 15-20 cars for their annual tasting event. He intends to get building permits approved before moving forward with construction.

Jamie Thompson asked if parking was being relocated from the original site plan. Bill said the parking is being relocated and the area designated for overflow parking will also be used.

John Hayden mentioned that the Planning Board cannot authorize the increased capacity. It would be the Fire Department who would review the occupancy of the buildings. Glenn said the Board may ask any questions they like with the understanding that occupancy is going to be determined by the Building Inspector and Fire Chief.

Bill indicated that the new building may not be as big as he is asking for. It may include a patio or porch within the 2,800sf.

Michael Sununu indicated that once the building is complete the Fire Department will inspect.

Abutter Louisa McClure asked about the location of the building which will be closer to her house and 60 parking spaces.

Jeff Feenstra clarified that they may have up to 60 people not 60 parking spaces. The parking is normally for 8-12 cars.

Louisa mentioned that Quinn Ct is a small road and asked if there was any way it could become one way with cars exiting on River Rd. There are several children in the neighborhood, and she is concerned with the increased traffic flow.

Bill commented that the right of way is 38 feet (the road is about 16 ft) according to his survey done by Millenium Engineering and because it is a small road there are encroachments. He suggested that Louisa not park in the right of way. There may be less traffic than originally put forth.

Louisa said traffic drives fast on Quinn Ct. Bob Elliott asked if the Police Department had received any reports or complaints. The Select Board has received no reports. Jeff Feenstra commented that because Quinn Ct is narrow it may slow people down.

Kent Lawrence has reviewed the deed for the right of way to the Town, and it shows a right of way of 30 feet. The road does not allow 30 feet or 38 feet to fit.

Traffic is an issue that will be impacting the neighbors. 60 people doesn't sound like a high number, but it is not much of a road for access to the venue.

Jeff Feenstra said if it becomes a problem, it can be addressed in the future.

Kent added that it is hard to back up on an approval that has been granted. We need to conditionally monitor it.

Jeff asked how many people on average are at the site. Bill said about 8-10 people normally. There have been occasions when they have had more than 40 people when a bus comes in and he wanted to be upfront with what might be expected.

Louisa submitted a document for the record from April 30, 2018, of prior discussions regarding potential issues on Quinn Ct.

The only change here is the building and occupancy which will be determined by the Fire Chief.

Michael Sununu asked how many events are typically held per year. Bill replied that there are maybe 6-10 events. They regularly have afternoon hours from 9am-9pm on Friday, Saturday and Sunday and yoga is held once a month 4 times per year.

Michael Sununu asked if any of this been an issue because no one has come back before the Select Board to indicate there has been a problem.

John Hayden reminded the Board that the applicant has been doing business on Route 108 and they are now moving their location to the vineyard, and these aren't the same circumstances. Yoga has always been done at the vineyard.

Louisa asked if weddings were going to be allowed and why the location of the building was changing. Jeff Feenstra said weddings will not be allowed. The only change is the capacity and the location of the building.

Bob Elliott said the reason they are moving the building is because they no longer wish to extend the vineyard and, the new location will allow them to place the building into the hill which is advantageous for wine making and storage because it doesn't need to be cooled. Lastly, the location is closer to the utilities.

Louisa was concerned with the utility wires on Quinn Ct which have been pulled down several times. Bill said the placement of the new pole may correct the problem with low hanging wires.

Louisa McClure asked if the Board could consider making the road one way because it is very narrow and falling apart.

Jamie Thompson asked about a speed bump. The road is only 300 feet long according to Bill Meserve.

Michael Sununu mentioned that if there are issues identified they need to be brought to the Select Board and Police Department.

Kent asked if Michael concurred that the width of Quinn Ct is 17 feet. He agreed the pavement is 16 or 17 feet. Kent added that the deed to the town appears to be different than that of the surveyed right of way.

Jeff Feenstra it is a two-way road now.

Michael Sununu said he does not see how Quinn Ct could become a one-way road. It would make it impossible for the residents to leave. They cannot travel through the applicant's property to get to River Rd, especially if an event is being held.

John Hayden said when thinking about the traffic aspect of the road and people coming, staying, and leaving at different times, it may or may not be much of an issue. It is difficult to determine without knowing or understanding how much traffic will be generated by the winery.

Bill Meserve mentioned that there is a "Please Go Slow" sign on Quinn Ct and the speed limit is 25 mph.

A motion was made by Michael Sununu and seconded by Jamie Thompson to close the public hearing. All were in favor and the motion carried.

Michael Sununu understood the traffic issue and suggested if going forward traffic becomes a problem it will be addressed by the Select Board. The Board concurred.

Glenn said from his perspective the site plan modification has a low impact even with the additional requests.

A motion was made by Michael Sununu and seconded by Jamie Thompson to approve the site plan modification. All were in favor and the motion carried.

A motion was made by John Hayden and seconded by Michael Sununu to allow for the Chairman to sign the exhibit outside of a public hearing. All were in favor and the motion carried.

Shawn McGowan was not in attendance. He will be informed that he needs to come before the Planning Board

Kent Lawrence asked for guidance regarding the Tom Conner subdivision. He was before the ZBA and received a variance because he does not have the road frontage for a subdivision. A condition of the variance was to have a deed restriction registered at the Registry of Deeds to not allow further development. The ZBA approval is contingent on the deed restriction and the notice of decision has not been signed.

Kent said the lack of road frontage does not permit the subdivision and the two building lots. The benefit to the town is that the larger lot is a single residence, and it appears the home will not be visible from the road.

John Hayden suggested doing everything at the same time. For the subdivision to be valid the deed restriction needs to be done.

The ZBA notice of decision will not be signed until the subdivision is signed and there will be notes added to the plan regarding the ZBA action.

A motion was made by Michael Sununu and seconded by Jeff Feenstra to approve the March minutes as amended. All were in favor and the motion carried.

The meeting adjourned at 8:13pm.

Respectfully submitted,

Sue McKinnon