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**TOWN OF
BROOKLINE, NEW HAMPSHIRE
PLANNING DEPARTMENT**

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**PLANNING BOARD
Minutes
December 17, 2020**

Present: Alan Rosenberg, Co-chair (voting)
Eric Bernstein, Co-chair (arrived at 7:30 pm) (voting)
Chris Duncan, Member (voting)
Ron Pelletier, Member (voting)
Brendan Denehy, Selectboard Representative (voting)
Valérie Rearick, Town Planner

Alan called the meeting to order and noted that they are meeting remotely under the governor's Executive Order 2020-04 and Executive Orders #12 and #23. In following with these orders, he asked each Board Member to state where they are, why they are there and who, if anyone, is in the room with them. All members responded.

Minutes

Brendan made a motion to approve the minutes of November 19, 2020 as written. Seconded by Ron. Roll call vote: Alan, Brendan, Chris, and Ron all voted yes. Voted Yes: 4-0.

Road Bond: Countryside Drive (Original Section, C-4 Subdivision)

In attendance for this discussion: Dennis LaBombard, Town Engineer

Dennis explained that little has changed since last year and they just started work on the next phase on this road which is not part of this bond amount. There are still some missing items as indicated on the road bond estimate provided to the Board. The bond amount was approved at \$78,000.00 last year and he would recommend keeping this same amount for the coming year. This amount includes money (as added in last year) for relocating the road slightly between stations 4+50 and 6+00.

Chris made a motion to recommend to the Selectboard that the road bond the first part of Countryside Drive, C-4 subdivision be renewed at \$78,000.00 for the next year. Ron seconded. Roll call vote: Alan, Brendan, Chris, and Ron, voted yes. Voted Yes: 4-0.

Wright Road Subdivision: Cistern Relocation

In attendance for this discussion: Randy Haight, Meridian Land Services.

Randy explained that the current owner is Robert Pondelli and the previous owner was Ernest Felzani who was granted the subdivision. Wright Road is off Mountain Road.

They did some excavation around section 8+00 and realized that moving the cistern on the other side of the road would be a better location because of the ledge. **Randy** said that no updated plan has been prepared yet but he would submit one soon to the Board for review. This discussion will be added to a future agenda.

Case # 2020-9:C-7-1,C-7-2 - Tremblay - Lot Line Adjustment.

In attendance for this case: Randy Haight, Meridian Land Services

Randy said this is a simple lot line revision done by the owner of both lots because they want to keep a vegetative buffer between the two lots. Nothing else is changing. **Alan** said that the application is complete and ready for acceptance.

Chris made a motion to accept Case # 2020:C-7-1,C-7-2 – Lot Line Adjustment. Ron seconded. Roll call vote Alan, Brendan, Chris, and Ron voted yes. Voted Yes: 4-0.

Valérie read the proposed conditions of approval:

- All fees associated with the case review and meeting attendance shall be paid prior to the recording of the final plan.
- The applicant shall submit 4 (instead of 8) paper copies of the final plan, .pdf document, and a permanent, reproducible Mylar.
- The applicant / representative shall provide a labeled and pre-paid mailing tube to send the final Mylar to the Registry of Deeds for recording.
- All conditions of approval shall be noted on the final plan.

Chris made a motion to approve Case # 2020-9:C-7-1,C-7-2 - Tremblay - Lot Line Adjustment with the conditions of approval as read by Valérie. Ron seconded. Roll call vote Alan, Brendan, Chris, and Ron voted yes. Voted Yes: 4-0.

Case # 2020-10:C-15,C-15-3 – Chrystal – Lot Lines Revision and 6-Lot Subdivision

In attendance for this case: Randy Haight, Meridian Land Services and Jay Chrystal, Applicant.

Randy explained that the purpose of the application is to relocate the property lines for lot C-15 (by adding and removing 4 parcels), then subdivide C-15 and C-15-3 into 6 lots, creating 5 new lots, 4 “regular” lots and 1 back lot. The exchange of the 4 parcels is to provide minimum acreage for newly created lot C-15-6.

The back lot (C-15-4) will be accessed from Poor Farm Road through a 500+ feet driveway and will have 40 feet of frontage. All 4 other lots have the required frontage and minimum 80,000 sq./ft. of dry land. **Alan** said that the application is complete and ready for acceptance.

Chris made a motion to accept Case # 2020:C-7-1,C-7-2 – Lot Line Adjustment. Ron seconded. Roll call vote Alan, Brendan, Chris, and Ron voted yes. Voted Yes: 4-0.

Valérie went through a few items that need to be added or corrected and Randy offered the associated comments:

- Reference Plans: The 2006 subdivision of lot C-15 and C-15-1 needs to be added (plan #34858).

Randy said that he would add this to the final plan.

- Note #15 Impact Fees: the amount for the H/B Coop Middle School needs to be corrected to read: \$1,843,47.
Randy will correct the \$ amount.
- Stone Walls on Ben Farnsworth Road (lots C-15-7 and C-15-8). A note should be added explaining the relocation of the disturbed stoned (due to the creation of the driveways).
Randy will add a note.
- A note should be added stating that the well radius will have to be within the property lines for each created lot and shall not encroach on abutting properties. (The Board may want to add this to the list of conditions of approval).
Randy will add a note to the final plan, adding that if a well radius was going to encroach on an abutting property, the owner will have to record a disclaimer with the Registry of Deeds and provide the Town (Building Inspector, Planning Board) with a copy of the document before a C.O. is issued.
- Legends: Add legends for “pins” and “Granit Bounds” found.
Randy will add the legend.
- Stump composting areas: There are 2 proposed areas located on each side of the driveway to serve back lot C-15-4. It may be preferable to relocate at least one of them as they are very close to each other and may impact the driveway.
Randy said that one composting area could be moved to another location on lot C-15-4.
- Wells on new lot C-15-6. There is an existing well (close to Poor Farm Rd). It should be clarified if the well will be used or if it will be / has been discontinued.
Randy explained that this well is covered with a boulder and is not in use. It could easily be filled is necessary. **Jay** said that the dug well has been on the property for a long time and is not being used. A note may be added for future reference.
- The arrow to identify the “location” of the Aquifer protection overlay district line needs to be added.
Randy will add a couple of arrows to the final plan.

Valérie said that she provided the Board with updates on recent comments from other Town Departments:

- The Fire Department has provided a letter stating that they do not have requirement as all lots are within 2,500 feet from the cisterns located on Ben Farnsworth and Poor Farm Road.
- The Conservation Commission reviewed the application during their December 8th meeting and had no comments.
- No comments from the Building Inspector.
- The only pending items is to receive confirmation from the Emergency Department Director to confirm the assigned street numbers for the new lots but in her opinion, they are correct on the plan submitted.

Randy said that he did not provide an updated plan prior to this meeting because they are still waiting for Off-Site Improvements recommendations to be submitted to the Board. **Valérie** said that Off-Site Improvements will need to be added as a note to the final plan.

Alan asked if abutters had questions or comments on the application.

Philip Vercollone (C-15-1) asked about the proposed location on back lot C-15-4 and the possibility to pave Ben Farnsworth and Poor Farm Road. **Randy** said that Off-Site Improvement from another subdivision was set aside to pave part of Ben Farnsworth Road but the work to be

done will be at the discretion of the DPW Director. **Randy** said that he did not believe that there is any plan to pave Poor Farm Road for now.

Mathew Filipski (C-7-4) expressed concerns about well water supply. **Alan** said that no study has been conducted in the area and ask Randy if he had any input. **Randy** said that all existing lots have been there for at least 15 years and he has not heard anything about water issues. **Jay Chrystal** said that he was one of the first to build in the area and never had any problem. **Jay** added that this year was critical because of the extreme drought but they were careful conserving water and did not have issues at all. **Mathew** asked about the timeframe for construction. **Jay** said that he had no intention to develop immediately. This subdivision is more to secure the lots with the current zoning and has no intent to develop right away. It is more estate planning with the goal to give one lot to his children.

There were no additional comments from the Board, abutters or the general public.

Chris made a motion to continue Case # 2020:C-7-1,C-7-2 – Lot Line Adjustment to the January 21st, 2021 meeting. Ron seconded. Roll call vote Alan, Brendan, Chris, and Ron. Eric abstained. Voted Yes: 4-0.

Business Meeting, Continued:

Economic Development Committee

Valérie said that the Committee did not meet in December but will in January.

Well-Water Committee

Brendan asked if anything would be presented based on the WWC recommendations. **Valérie** explained that, in October, the Board discussed adding wording to the subdivision regulations, to the zoning ordinance or have a new Town Ordinance to manage the water quality and quantity around town. Bill Drescher still need to review the WWC report and provide comments and recommendations.

Other items:

Subdivision Regulations Review by Mark Fougere and Mike Vignale

Valérie said that, as mentioned in a recent email to the Board and dated December 15, 2020, she recommended a short review during tonight's meeting and put the full review/discussion on the January 21st, 2021 agenda. This will allow more time for the Board to review the proposed amendments and to the Fire Department and DPW Director to conduct a review and provide comments, then for the Planning Board to finalize the proposed amendments.

She also received additional proposed amendments to the Subdivision and Site Plan Regulations, and to the Zoning Ordinance from the Fire Department. This came on December 15th and some items are similar to the recommendations from Mike and Mark for the Subdivision Regulations. We have passed the deadlines for the zoning amendments and for the Site Plan Regulations, this can be addressed either in January or February. Zoning amendments will need to be submitted to Town voters at the 2022 Town Meeting. The Board agreed that Site Plan Regulations proposed amendments will be discussed after the subdivision regulations proposed changes.

One item from Mike and Mark' report that Valérie pointed out was the suggestion to have escrow accounts for subdivisions development (and site plans). **Valérie** explained that the Town

eliminated escrow accounts after receiving recommendations from a former Town Treasurer, over 10 years ago. She asked Eric for his opinion as he currently is the Town Treasurer. **Eric** said the he is managing several escrow accounts for the Town but having to manage more for developments would require Staffing to take care of them.

The Board agreed to review the report submitted by Mark Fougere and Mike Vignale, and review the proposed subdivision amendments from the Fire Department and discuss them at the at the January 21st, 2021 meeting.

Adjourn

Ron made a motion to adjourn at 8:05 pm. Brendan seconded. Roll call vote Alan, Brendan, Chris, Ron, and Eric. Voted yes 5-0.

Alan Rosenberg, Co-chair _____

Eric Bernstein, Co-chair _____

Chris Duncan, Member _____

Ron Pelletier, Member _____

Brendan Denehy, Selectboard Representative _____

Minutes submitted by Valérie Rearick

Next Scheduled Planning Board Meeting is January 21st. 2021.