



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

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**PLANNING BOARD MEETING
Minutes
October 16, 2014**

Present: Alan Rosenberg, Co-Chair (voting)
Dana MacAllister, Co-Chair (voting)
Richard Randlett, Member (voting)
Eric Bernstein, Alternate (voting for Ron)
Brendan Denehy, Selectboard Representative (voting)
Valérie Rearick, Town Planner

Absent: Ron Pelletier, Member & Judy Cook, Alternate

Minutes

Alan moved to approve the minutes of the September 18, 2014 Planning Board Meeting as written. Brendan seconded. Vote yes 5-0.

Wildwood Drive, Phase II

Alan made a motion to recommend to the Selectboard that they accept Phase II of Wildwood Drive and the construction bond be changed to a maintenance bond in the amount of \$34,650. Richard seconded. Vote yes 4-0.

Dana asked Eric to vote for Ron tonight. Eric agreed.

2014-6: K-28-1, 2, 5 – Moran, Thomas, - 4 Lot Subdivision, Oak Hill Road, First Public Hearing.

In attendance for this discussion Randy Haight, Meridian Land Services Inc. and Tom Moran (Owner).

Randy said this is a subdivision and a lot line revision. Existing lot K-28-1 consisting of 11 acres is land locked; after the lot line adjustment this lot will have frontage off Oak Hill Road and will consist of 15 acres. Lot K-28-1 will be conveyed to the Town and in the future there will be a trail off Oak Hill Road that will access the rail road bed. This will also be a 4 lot subdivision creating lots K-28-14, 2 acres, lot K-28-15, 5 acres, lot K-28-5, 5 acres and lot K-28-2 will be 2 acres. One common driveway that will be named "Quigley Way" will access these four lots. Randy said they met with the Conservation Commission on Tuesday night in regards to a wetlands permit to allow a culvert replacement on the existing woods road. The new culvert will be an 8 foot open bottom culvert. This will survive a 50-year storm. Randy said they applied for State

subdivision approval along with the dredge and fill permit. **Dana** asked Valérie if this application is ready for acceptance. **Valérie** said yes the fees have been paid and the abutters notified. All required documents have been submitted.

Brendan made a motion to accept application 2014-6: K-28-1, 2, 5. Alan seconded. Vote yes 5-0.

Dana opened the public hearing.

Mr. Richards (Abutter at 12 Oak Hill Road) asked how many trees they would be cutting down where the common driveway will be located. This is where his property abuts and there are a lot of fully grown trees in this location. **Randy** said they will cut down what they need in order to put in the Common Driveway and the drainage ditch. There will be a 100 feet paved apron with a gravel road. It will not have a crown; it will pitch toward the ditch with rip rap and into a detention basin. **Randy** said he had submitted the drainage to the Town Engineer who is on vacation at this time. So he hasn't heard anything from him yet.

Adrian Kerouak (abutter from Nissitissit Road) asked is there was an assurance that K-28-1 will be conveyed to the town. **Randy** said yes; there have already been discussions and a Purchases and Sales agreement is in place. **John Weidman** (Abutter Nissitissit Road) asked if this will affect the wetlands.

Randy said the new culvert will be placed on the woods road. The Conservation Commission will eventually have a trail built out to the rail road bed but that will not happen until they have the funding to do so.

This closed the public hearing.

Dana asked if the Board was willing to approve the application.

Valérie said the Board still needs the report from Town Engineer about the drainage calculations that were recently submitted. The Board just received a recommendation from the Road Agent, Jerry Farwell, for off-site improvement of \$1,500 for the new lots to be used to install a culvert and a catch basin at the intersection of Oak Hill Road and South Main Street. An agreement will need to be prepared, reviewed and signed by the applicant and the Board prior to its recording. We are also waiting for the review from Town Counsel about the easement deed for the common driveway and covenants. The Board has a letter from the Fire Department stating the end of the driveway is within the 2500 ft from a drafting site.

Alan made a motion to continue case 2014-6: K-28-1, 2, 5 to the November 20, 2014 Planning Board meeting. Richard seconded. Vote yes 5-0.

NRSP # 2014-F: E-20, Judy & Forest Milkowski, Home Business

In attendance for this hearing Judy and Forest Milkowski (owners).

Forest said they own a small business at 1 Quimby Road. This is a small internet business most business is international so they do not have people come to the office. **Dana** asked Valérie if this application is ready for acceptance. **Valérie** said yes it is abutter notified and fees paid.

Alan made a motion to accept application for 2014-F: E-20. Brendan seconded. Vote yes 5-0.

Forest said they will have an addition built onto this building to move into. **Greg Gillette** (abutter, 6 Quimby Road) asked if there was a plan to improve the parking area to get the vehicles off the street. **Forest** said they will be expanding and improving the driveway. **Greg** asked about the garage that is in disrepair. **Forest** said a builder will be looking into that as well and it will either be fixed or removed depending on the cost.

Valérie said there is no street parking allow for a home business. **Jennifer Miller** (abutter at 4 Quimby Road) said the street parking makes it difficult in the winter to get into and out of her driveway. **Forest** said they will be clearing trees to allow for more parking. **Greg** said you own to the corner of Route 13 and Quimby Road do you plan on expanding the building in that direction at all. **Forest** said we have no current plans to do so at this time. **Dana** read the Zoning Ordinance which states there should be no more than two employees at a time. **Forest** said they have two employees at this time. They have a consultant that will stop in about once a week. We have two employees at the moment. **Dana** read the conditions of approval:

- A compliance hearing shall be held a year after the Certificate of Occupancy is issued by the Building Inspector for the future house.
- All fees for the application review and the Staff attendance to the meeting shall be paid within a month of approval.

Alan made a motion to approve application NRSP # 2014-F: E-20 with the conditions read by Dana. Brendan seconded. Vote yes 5-0.

PUBLIC HEARINGS

Dana read the notice of public hearings that was published and posted as mandated by the RSA.

Driveway Regulations

Valérie said this is the final text with proposed amendments to the Driveway regulations with two small grammatical changes from the last time we met.

Brendan made a motion to adopt the revised Driveway Regulations as written. Richard seconded. Vote yes 5-0.

Excavation Regulations

Valérie said this is the final draft for the proposed amendments to the Excavation Regulations as discussed at previous meetings.

Richard made a motion to adopt the revised Excavation Regulations as written. Alan seconded. Vote yes 5-0.

2015 Budget Discussion

Valérie said that she already provided Tad Putney with a copy of the proposed budget as it was due a couple of weeks ago. One increase is the postage for the Economic Development Committee, a new line item. The Board agreed that, at some point, the EDC will need to have its own budget. The Board agreed on the following proposed 2015 Budget and to submit it to the Selectboard.

Consulting Services (NRPC) \$1

Town Planner \$49,545

Legal Expenses \$2,000

Outside Consulting \$7,000

Training & Education \$200

Recording Fees \$200

Office Supplies \$200

Notices \$ 100

CIP & Master Plan Update \$1

Membership \$200

Mailing \$1,600

Totaling \$ 61,047

Brendan said this year the Selectboard has stated that any Board with a flat or declining budget will not need to come to the preliminary budget discussions. **Alan** said due to the proposed increase the Planning Board will need to attend and we are on the Selectboard Agenda for October 27, 2014.

Workshop – Elderly Housing final review continued from September 18, 2014

After a brief discussion the Board decided to continue this discussion to the November 20, 2014 Planning Board meeting. When they find out what the final date to schedule a public hearing will be the Board can schedule a work session before November 20th if need be.

Richard made a motion to adjourn at 8:45pm. Brendan seconded. Vote yes 5-0.

Dana MacAllister, Co-Chair _____

Alan Rosenberg, Co-Chair _____

Richard Randlett, Member _____

Brendan Denehy, Selectboard Representative _____

Eric Bernstein, Alternate (voting for Ron) _____

The next Regular Planning Board meeting will be November 20, 2014.

Minutes submitted by Kristen Austin.