



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

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**PLANNING BOARD MEETING
Minutes
January 16, 2020**

Present: Alan Rosenberg, Co-chair (voting)
Chris Duncan, Member (voting)
Ron Pelletier, Member (voting)
Steve Russo, Selectboard Representative (voting)

Absent: Eric Bernstein, Co-Chair, Peter Keenan, Alternate, Jill Adams, Alternate,
and Valérie Rearick, Town Planner

Minutes

Chris made a motion to approve the December 19, 2019 minutes. Steve seconded. Vote yes 4-0.

Off-site Improvement Agreement: Claire Wendelgest, 3-lot subdivision F-11-4, Old Milford Road

Alan read the off-site improvement letter: "*Claire Wendelgest, 66 Old Milford Road, Brookline NH, agrees to the following regarding the proposed subdivision of lots F-11-4:*

Claire Wendelgest will pay the Town of Brookline the sum of \$2,000 for created lots F-11-14 and F-11-15 as her contribution in lieu of off-site improvements, to be paid prior to the issuance of a building permit or transfer of the lots, whichever comes first. Said contributions will be used for fine grinding and course of pavement improvement in the area of Old Milford Road. The agreement will be recorded at the Hillsborough County registry of Deeds."

Chris made a motion to allow Alan Rosenberg to sign the off-site improvement agreement. Ron seconded. Vote yes 4-0.

Michael Vignale, KV Partners, LLC, Brookline Town Engineers

Tad Putney, Town Administrator, said as a follow up to our last meeting we have had packets from four companies. At this point and Mike Vignale, KV Partner, was the Selectboard recommendation as Town Engineer to replace Dennis LaBombard. He is hoping that the Planning Board will be able to finalize the agreement with Mike tonight. **Tad** said he, Valérie and Dennis LaBombard had already met with Mike last week. Dennis will finish off everything he has been in the process of doing for the town. **Mike** said he works with 12 towns and the meeting they held with Dennis was very helpful. **Chris** asked how long Dennis word as the Town Engineer. **Tad** said 20 to 30 years. **Chris** asked Mike if he works for any private contractors. **Mike** said no, municipality work only. **Chris** said in the services agreement on page 6 under termination it states 30 days written notice. This seems a bit short and that would put the town in a bad position. He believes 90 days would be better. **Tad** agreed that is a great point. **Mike** agreed he would update this in the document. **Alan** said page 5 speaks to a schedule and asked if Mike was

expecting a notarized communication or is an email sufficient from the town. **Mike** said electronic is fine. **Chris** said it also states it is needed ten day prior to deadline. **Alan** said this should help us enforcing it with the applicants. **Chris made a motion to recommend to the Selectboard that they amend the last sentence on page 6 to 90 days instead of 30 and request that the Town sign the proposal by KV Partners LLC. Ron seconded. Vote yes 4-0.**

Well & Water Committee, First Discussion RE: Identify Members, Set Goals, Set Meeting Days

The Board discussed putting together a Well & water Committee and agreed it should be made up of 3 at large members, a Selectboard member, a Planning Board member, and a member of the Conservation Commission. **Steve Russo** said he would like to be the Selectboard Representative and the Planning Board Representative. **Lyndsay Machado** (resident of Russell Hill Road) said she would volunteer as an at large member. They will reach out to the Conservation Commission. **Steve made a motion to create the Well and Water Committee consisting of 5 members. A Planning Board/ Selectboard member, a Conservation Commission member, and 3 at large members to have a final report submitted to the Planning Board by the September 2020 Planning Board meeting. Ron seconded. Vote yes 4-0**

Driveway Committee, Final Proposed Amendments Recommendations (Subdivision Regulations

Ron said they have met with the Department Heads and have submitted a report to the Planning Board. The Biggest issue was the 14% driveway slope and their opinion is to take that responsibility away from the Building Inspector and have the Zoning Board make a ruling on it if needed.

Sub Committee Updates

Capital Improvements

Alan said he will get a draft out to Val this week.

Economic Development Committee

Ron said they are getting ready for the chili cook-off on February 16th, 2020. This is held the same day as the fishing derby.

Goals, Projects for 2020

Alan suggested they find out what chapters may need to be updated in the Master Plan. Update ordinance now that they have the report form the Driveway committee.

Chris said should they look into storage and shipping containers.

Chris made a motion to adjourn at 8:12 pm. Ron seconded. Vote yes 4-0.

Alan Rosenberg-Chair, _____

Chris Duncan, Member, _____

Ron Pelletier, Member _____

Steve Russo, Selectboard Representative, _____

**The next Regular Planning Board meeting will be February 20, 2019.
Minutes submitted by Kristen Austin.**