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

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**Planning Board
Minutes
October 15, 2020**

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

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

Minutes

Alan made a motion to approve the minutes of September 17, 2020 as written. Seconded by Chris. Vote yes 4-0 by roll call: Alan, Brendan, Chris, and Eric all voted yes. Ron abstained as he was not present at the last meeting.

SP #2020-F:J-20-JBC Realty Trust LLC: Stateline Convenience Store addition

Steve Mayer, PE with Allen & Major Associates, Inc. was in attendance to present this plan. Steve said they are proposing a 48' x 21' addition to the back of the Stateline Store located at 44 Route 13. This will be to the rear of the building and it will consist of a covered loading dock and storage. They are using a trailer now and it will go away once this is completed. They are switching one impervious surface (pavement) with the addition. There will be less impervious surface. The only thing that will be changing in the front is an added handicapped parking spot to comply with federal guidelines. Steve went before the Conservation Commission on October 13, 2020 and they had no comments or issues with this proposal. Eric said fees have been paid and abutter have been notified. Alan made a motion to accept application 2020-F: J-20-JBC Realty Trust LLC: Stateline Convenience Store addition. Ron Seconded. Vote yes 5-0 by Roll call vote Alan, Brendan, Chris, Eric, and Ron all voted yes.

Eric said he see's there is a letter from the Fire Department. **Valerie** said she Met with JP from the Fire Department and they have no issues with this application. **Alan** said the Conservation Commission had no issues. **Valerie** said that is correct she received an email from Kristen on

Tuesday night after the Conservation Commission meeting that stated they had no issues or comments for this plan.

Eric read the conditions of approval:

- 5 copies of the final approved site plan and one printable 11"x17" electronic .pdf format shall be provided. Copies shall have the original required engineering stamps.
- All fees for site plan review and meeting attendance by the Town Planner shall be paid prior to the issuance of a building permit.
- Any request / issue from the Fire Department shall be addressed by the applicants and final inspections shall be conducted prior to the issuance of Certificate of Occupancy.
- Any modification and/or change to the site plan as approved at the October 15, 2020 Planning Board meeting shall be submitted to the Board for review.
- All conditions of approval shall be added to the final plan.

Chris made a motion to approve application 2020-F: J-20-JBC Realty Trust LLC: Stateline Convince Store addition with the conditions as read by Eric. Ron Seconded. Vote yes 5-0 by Roll call: Alan, Brendan, Chris, Eric, and Ron all voted yes.

2021 Budget

The Board reviewed the 2021 Budget and will submit the following to the Selectboard:

Consulting Service (NRPC)	\$1
Town Planner	\$28,117
Legal Expenses	\$500
Planning Consulting	\$8,000
Engineering Consulting	\$6,000
Training & Education	\$ 100
Recording Fees/ Registry of Deeds	\$400
Notices	\$300
Office Supplies	\$30
Total budget	\$43,418.00

Alan made a motion to submit the budget in the amount of \$43,418.00 to the Selectboard for the 2021 year. Chris seconded. Vote yes 5-0 by roll call vote Alan, Brendan, Chris, Eric, and Ron all voted yes.

Economic Development Committee

Valérie said they have met and discussed putting out the next newsletter in December early January. They discussed the Chili Cook off being held on the third Sunday in February, depending on the circumstances they will make the final decision in December.

Capital Improvement Committee Final Draft (See attached)

Alan review the final draft of the CIP with the Board. Reviewed some of the larger expenses with the Board Members. **Brendan made a motion to adopt the 2021-2026 Capital Improvement Plan. Ron Seconded. Vote yes 5-0 by Roll call vote Alan, Brendan, Chris, Eric, and Ron all voted yes.**

Selectboard

Brendan said they are in the middle of the Budget process.

Well Water Committee Final Report (See attached)

In attendance from the Well Water Committee were Rob Danckert and Lindsay Machado. **Chris**, also a member of the WWC, said they have the final draft ready. Rob reviewed what they had changed from the last meeting. After discussion the Board decided they would like to go forward with both newly proposed Rules, regulations, or ordinance. The First proposal which is a baseline Hydrogeological study be required for a proposed development of more than one residence. They believe they will be able to add to the Subdivision regulations. The Second Proposal which will require a yield test of all new wells (see attached for full proposal wording). **Valérie** said she and Tad will also discuss the second proposal with Town Counsel and find out if this should be part of the Zoning Ordinance, the Subdivision Regulations or a Town Ordinance. The Board thanked the Well Committee for all their hard work. For future reference, the October 14, 2020 revised report from the WWC is attached to these minutes.

Mail

Eric said there is a letter from a resident stating they would not like to see a streetlight at the Mountain Road subdivision that has just started construction (aka Felzani subdivision). **Valérie** said this was approved in 2014. At the time, the Board conducted a site walk and due to speed and some abutter concerns they had approved this plan with the streetlight to be added at the intersection. This subdivision was discussed again a year ago only because there had not been any work done and the NH State requirements for dredge & fill were modified since it was approved in 2014. No Town Ordinances or Regulations amendments affected this subdivision. The Board agreed to send a respond back stating this was discussed at the time of subdivision and the board decided that this was necessary. **Valérie** said she will add the date the Board approved this subdivision and that the outdoor lighting ordinance was in place at that time.

Adjourn

Alan made a motion to adjourn at 9:31pm. Chris seconded. Vote yes 5-0. Roll call vote Alan, Brendan, Chris, Eric, and Ron all voted yes.

Eric Bernstein, Co-chair _____

Alan Rosenberg, Co-chair _____

Chris Duncan, Member _____

Ron Pelletier, Member _____

Brendan Denehy, Selectboard Representative _____

Minutes submitted by Kristen Austin

Next Scheduled Planning Board Meeting is November 19, 2020