

1 MILFORD PLANNING BOARD WORK SESSION MINUTES

2 June 4, 2019 Board of Selectmen's Meeting Room, 6:30 PM

4 **Members Present:**

5 Doug Knott, Chairman

6 Tim Finan, Vice Chairman

7 Janet Langdell, Member

8 Paul Amato, Member

9 Susan Robinson, Member

10 Pete Basiliere, Alternate Member

11 Jacob LaFontaine, Member

12 Laura Dudziak, Selectmen's Rep.

Staff:

Lincoln Daley, Planning

Darlene Bouffard, Recording Secretary

Videographer, Hazen Soucy

16 **1. Call to order:**

17 Chairman Knott called the meeting to order at 6:30 p.m. Introductions were made of Board members and
18 staff, it was noted that Pete Basiliere is an Alternate member and will sit with the Board as part of the
19 discussions but will not vote this evening.

21 **2. Public Meeting:**

23 **a. Andrew Gardent, Map 3, Lot 10, Off of North River Road.** L. Daley made the Board aware of the
24 recommendation for this case to be brought to the Board of Selectmen for the Class VI road for ML 3-10
25 off North River Road. The ZBA has granted the variance for relief of the frontage requirement. The
26 applicant was then granted an easement for a driveway that will access their property (Map 3, Lot 10)
27 from North River Road. In order to apply for a building permit, the applicant must get approval from the
28 Board of Selectmen (BOS) to build with the recommendation from the Planning Board. This is a
29 driveway, or private Class VI road, and the applicant is required to follow certain steps in order for a
30 Building Permit to be allowed. P. Amato asked what is the difference between a driveway and a Class VI
31 private road? L. Daley answered there is no difference, but for this purpose, the applicant was given a 15'
32 easement which is depicted on the plan. The easement has been recorded, however when designing the
33 driveway, it was found it might require the easement to be changed to fit the overall design of the
34 driveway. The end (of the driveway) near North River Road has slopes and might require a cut into the
35 hill. The owners of ML 3-10 (Andrew Gardent and Krista Vincent) and 3-11 (formerly owned by
36 McLeod Brothers Inc.) are in discussions to get this settled. L. Daley indicated this driveway services one
37 lot. The owner has restricted use of ML 3-10 for a single family home and therefore this will be a single
38 family driveway. Part of the requirement is if the BOS grants the applicant to apply for a Building
39 Permit, there is a Waiver of Municipal Liability for Issuance of a Building Permit Pursuant to RSA
40 674:41, I(D)(2) & (3) to indemnify the Town for emergency purposes to access the lot.

42 S. Robinson asked if the owners of 3-10 will have to maintain the driveway? L. Daley said yes, it is in
43 the easement and in the waiver, both documents state that the Town would be held harmless to access the
44 property in an emergency. It is the same language the Planning Board has used in other residences that
45 legal counsel has approved. J. Langdell asked if the easement document says ML 3-10 will be a single
46 family residence? L. Daley said yes, and the owners of ML 3-11 are here tonight and can talk about the
47 Purchase & Sales for that parcel, the use of ML 3-11 is written in the deed. Kris Mossey, Lot 3-11
48 owner, provided a copy of the deed to L. Daley. P. Amato said if the owners of 3-10 also owned 3-11,
49 this would not be a problem, but the two parcels are owned by separate people. L. Daley said that is
50 correct. P. Amato said if they have an easement to build the driveway for a single family residence, why
51 does the Planning Board need to do this agreement? L. Daley said this is required because technically
52 this is a Class VI private road, Lot 3-10 has no frontage on North River Road. P. Amato said Milford has
53 done that in other cases. L. Daley said in those other cases, there have been "parent lots" that have
54 frontage. P. Amato indicated this required a variance for lack of frontage; and now to build a driveway
55 which is actually a Class VI roadway there is an agreement. L. Dudziak asked if this has gone to the BOS
56 yet? L. Daley answered it has not yet. D. Knott asked if Lincoln sees any issues with this? L. Daley
57 sees no issues and encourages the Planning Board to recommend that the BOS allow the building permit

issuance with conditions of the final resolution of modification of the easement for the final design of the driveway. The two parties negotiated the easement location but after that, the design was found to not fit in the original easement parameters. The easement, that is recorded, will need to be amended.

T. Finan asked if the Planning Board is setting a precedent for the future by allowing this? L. Daley said the easement is negotiable by the two landowners. The Planning Board participation is to provide a recommendation to the BOS. P. Amato said this will not allow the owners of the other lot to use the road? If 3-11 was sold, could the owner put a lot in if they wanted to and the single family residence access could connect to that road? Kris Mossey said as long as there is access, if our heirs want to build on 3-11, that is their choice. L. Daley indicated they have reserved the right to do whatever they want on their own property (3-11). P. Amato said if it was a town road, would it need to be 50' wide? L. Daley said yes and the road length would need to meet town requirements as well. Ms. Mossey said the plan that was submitted has not been agreed to but we have the recorded deed. L. Daley said this driveway also disturbs more than 5,000 square feet because of the topography and its proximity to the brook.

P. Amato moved to support the issuance of the Building Permit once the driveway design receives final approval. J. Langdell seconded. All were in favor.

3. Work Session:

Findings report / Master Plan – Milford's Workforce Housing Statistics (2019 update) : L. Daley indicated the Workforce Housing Chapter should be amended from the 2011 version – he went through the state statistics and not much has changed since 2011. J. Langdell indicated the affordability factor is from HUD and should be updated. The median income from NRPC is for the region in the Nashua area, so the numbers include surrounding areas, not just Milford. L. Daley indicated that once the next census is completed, the true affordability for Milford can be identified. Assessing is also doing a reval for residential in 2019. Since 2011 the housing quantity in town went up over 400 homes. Total housing units on the page two table is for the total housing units from 2017. J. Langdell asked if a summary of the data could be done comparing 2011 and 2018. L. Daley said the data was actually from 2009 and 2018. D. Knott asked if this shows that Milford is in compliance for affordable housing. L. Daley said yes and the Housing Chapter of Milford's Master Plan is going to be updated.

T. Finan asked what exactly is considered affordable housing price? L. Daley said there is a mortgage calculation through HUD which is based on the median income. P. Amato said in Table 4, what is the 100%, 80% and 60% amount? And what does that tell us? L. Daley said it is a breakdown of what is affordable in different categories. This is what a person can afford based on an income level. J. Langdell said NH Housing Authority and HUD came up with the calculations. It is how HUD breaks it down. It is basically that 37.5% of your income can be used for mortgage/rent. S. Robinson said the calculations are to protect the buyers. 60% for rent is considered affordable. In the Nashua region it is based on a different formula. J. Langdell said multi-family homes were a big discussion - those trends that are coming might reflect the vision of the town. After Capron Road came in, people were concerned. 90% of what is being built are the apartments like Capron Road. P. Amato asked if that is in the Residence B zone? L. Daley said yes, people are approaching Milford to build that type of apartment buildings. P. Amato said people think Milford has its fair share of apartments in Milford. J. Langdell said Nashua had Milford beat with apartments. Do we ask if there are places in town that could accommodate more of a particular type of housing? P. Basiliere said if 40% of housing stock is adequate, that point is moot.

P. Amato said some towns do not have water and sewer and cannot have the type of apartments like Capron Road. Because Milford has water and sewer, it can have those apartments. L. Daley mentioned that the town could direct that type of housing in a certain part of town. S. Robinson said the DeMontigny properties also get looked at (condo). L. Daley said we could have informational meetings to look at these things. Seniors are also always looking to downsize into smaller places. S. Robinson indicated we need to look at those two different housing types – for the younger set to keep them in NH and the older set who wish to downsize. P. Amato said a few years ago we talked about tiny houses. J. Langdell asked if that is something Milford wants, if we think that type of housing is needed, we can look at the regulations. L. Daley asked if we could have a work session for this housing discussion to identify where Milford is going. P. Amato said we should have a zoning map and this report with the trends in population for consideration.

4. Other Business:

a./b. **Community Development Update / Planning Board Updates** – L. Daley indicated there are four applications on the agenda for May 28. At the last meeting, the meeting dates were discussed, the PB meetings were proposed to be held on the 1st and 3rd Tuesday of each month – Lincoln to check on meeting room availability. L. Daley met with Mark Bender and Cynthia Dokmo to talk about ideas to fund parking around town such as a trolley or a parking structure. P. Amato indicated that people should really walk and also said the people that run Amigo's want to be involved in this parking subcommittee being established. This subcommittee will come before the BOS to present ideas regarding parking. J. Langdell talked with Nancy Amato about a trolley and suggested talking to LA Limo in Wilton that might be interested in providing a vehicle for some sort of means of getting around downtown. P. Amato said people are not using limos like they used to so they are trying to figure out ways to expand their business. Milford should also have a conversation with Wilton on the same idea and instead of looking to Nashua for a transit system, look for a local business. L. Daley indicated it seems that this (parking) is a short term problem, this might be a way to move people around efficiently, but we need to make sure there are riders and it is viable to get to a long term solution. L. Daley agrees people should walk, but they're not going to. P. Amato said Greenleaf is looking at renting parking spaces somewhere since their employees are not comfortable walking down by Kilkenny's at night. J. Langdell said there could be lighting added to improve the oval area. L. Daley noted that Police call boxes are another idea, similar to college campuses.

J. Langdell thinks it might be cute to have some sort of trolley, but if there is no ridership, it will not work. Recreation will be looking to get a passenger van for the department, could that be used to benefit the town during off hours? P. Amato said a trolley would only benefit the oval restaurants, not the stores. The shoppers and residents would not benefit from a trolley, but the parking crunch is mostly at night with the restaurants. Long term the solution might be a parking structure and that should be looked at. L. Daley recommended improving the signage which might help with parking that is available. J. Langdell said we might also want to look at more handicapped oval parking in the oval. P. Amato stated there are some possibilities of purchasing some of the available parcels around the oval that might be used for parking. The aesthetics of the oval is important, so any garage should not look like a parking garage, it should blend in. L. Daley said the Kokko property was looked at (by the town) and it was engineered for a phased-in multi-level lot for about 100 parking spaces. The site is feasible and accessible for a multi-level lot. P. Amato indicated that the Town Administrator found an RSA that allows financing to be done in a different way, not all of the costs would need to be on the taxpayers. Financing for some sort of parking structure that benefits the whole town could be done through RSA 261:154 and 231:114-129. The stakeholders and residents along with a small motor vehicle fee (when registering vehicles) could be used to fund this type of project.

S. Robinson suggested if residents or business owners have ideas or solutions, they should contact L. Daley. This is a way to invest in the down town and grow the community. J. Langdell added that the lower level of TD Bank (parking) is another consideration. L. Daley stated as a community, this discussion will continue to evolve. J. LaFontaine lives on the oval and never has trouble parking but asked if a parking inventory has been done? L. Daley said it was done in 2009 and parking was found to be adequate. L. Daley said that NRPC did a very short sample (one day) and found parking is adequate but maybe we need to do another parking inventory, not only one day, but during the daytime, evenings and weekend. J. Langdell asked if a study could be done by a drone on different days and at different times of day? D. Knott said the control of the study (data) would be a concern with a drone. T. Finan said a decent drone was recently purchased by the Town of Milford Community Media Department and the Director of that department is a licensed drone operator. P. Basiliere said if we want to have something on the ballot in March 2020, it might be too late to collect the data. L. Daley said it might be a 2-step process. If the BOS is not enthusiastic about any of this, it is because they have talked about it more than once. P. Amato said we need to talk about the different options that might be available. Alternatives do need to be looked at and whatever gets selected needs to be justified. L. Daley said we would be looking at what we have available now and possible partnerships with business owners and other things around the oval and other resources. J. Langdell said it needs lots of discussion and hopefully, it will end with a decision. The Planning Board and Board of Selectmen should get together to find a solution. P. Amato said it is concerned business and property owners that are raising the issue of parking. L. Daley said the committee will have 8-10 people including two selectmen, two business owners, Planning Board member(s), resident(s) and will include a series of public hearings.

5. Adjournment. The meeting was adjourned at 8:03 p.m. on a motion made by P. Amato and seconded by T. Finan. All were in favor. Motion passed unanimously.

MINUTES OF THE 6/4/19 MEETING WERE APPROVED 6/25/19