

1 MILFORD PLANNING BOARD MEETING MINUTES ~ APPROVED

2 November 27, 2018 Board of Selectmen's Meeting Room, 6:30 PM

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4 **Members Present:**

5 Doug Knott, Chairman

6 Christopher Beer, Vice Chairman

7 Tim Finan, Member

8 Paul Amato, Member

9 Susan Robinson, Member

10 Janet Langdell, Member

11 Jacob LaFontaine, Alternate member

Staff:

Lincoln Daley, Planning

Darlene Bouffard, Recording Secretary

Videographer, Colby Drewniak

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13 **Excused:**

14 Veeral Bharucha, Alternate member

15 Kevin Federico, BOS rep

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18 **1. Call to order:**

19 Chairman Knott called the meeting to order at 6:30 p.m., introductions were made of Board members and
20 staff. Vice Chairman Beer indicated that he will be stepping down for personal reasons at the end of 2018.
21 Doug Knott indicated the Board is currently looking for an alternate member and now a full member for the
22 coming year. Chairman Knott indicated that Jacob LaFontaine is an alternate member, will not vote this
23 evening, but will participate in the discussion at the table.

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25 **2. Review/Approval of Meeting Minutes: October 23, 2018** – J. Langdell requested amendments to the
26 minutes of October 23. C. Beer moved to approve the meeting minutes of October 23, 2018 as amended. J.
27 Langdell seconded. All were in favor. Motion passed 6/0.

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29 **3. Public Hearings:**

- 30 a. **Burbee Sand & Gravel, 35 North Mason Road, Tax Map 58, Lots 1, 2 and 3.** Major site plan
31 application for an earth and sand removal operation to excavate and regrade approximately 4.7 acres
32 within the residential R district.

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34 Chairman Knott indicated the applicant has requested a continuance (in writing) to December 18,
35 2018. D. Knott asked if there is a limit to an applicant asking for a continuance? L. Daley said that is
36 for Planning Board discussion. He is working with Fieldstone for the Burbee reclamation and then
37 they will pursue the last phase of the project. Fieldstone is currently working on that reclamation.
38 The Planning Board can decide if this gets continued to December and after December, Fieldstone
39 would need to start all over. J. Langdell asked for staff to confirm this plan was accepted for review
40 at the original meeting. D. Knott said December will be the last time for continuance, then they
41 would have to withdraw and start over. L. Daley feels the property owner is working to move this
42 forward. This also required approval from the State. P. Amato asked if the town holds a bond for the
43 reclamation put in for what is being discussed right now? L. Daley said there is a bond, but not for
44 the whole site. S. Robinson feels the continuance is feasible, but that is it. T. Finan, C. Beer and J.
45 Langdell all agreed this is the last continuance. C. Beer moved to allow one final continuance to
46 December 18, 2018. P. Amato seconded. All were in favor. L. Daley will send out correspondence
47 to that affect.

- 48
49 b. **2019-2024 Capital Improvements Plan (CIP).** The CIP requires public hearings with the Planning
50 Board for the public to provide comments or questions on the CIP. This is an opportunity to go
51 through the document and solicit input from the public. C. Beer was the Chair for the CIP
52 Committee.

53
54 C. Beer thanked all the people that worked on the CIP to come up with the report. The CIP
55 committee voted to move forward with five projects for the town in 2019. C. Beer reviewed the five
56 projects moving forward in 2019 and noted the CIP Committee decided to not include the Nashua
57 Street/Ponemah Hill Road sidewalk project; the Ambulance and the Back Hoe Tractor. P. Amato said

the backhoe tractor was removed for 2019 because the town acquired a used one with alternative funding, but asked for that to be defined. C. Beer explained they came up with a way to purchase it for less than what was provided for the CIP, previously it was a yearly lease. T. Finan thinks it was highway money that we were able to use in order to purchase some equipment. L. Daley agreed with that statement. The money was from the block grant for highway maintenance. J. Langdell asked about the purpose of the CIP report and the impact to the taxes? C. Beer explained the purpose of the CIP is for equipment to be purchased over the next five years in order to stabilize the tax rate over those years to avoid large spikes in the tax rate. J. Langdell said it is a snapshot for the next six years of what items will need to be purchased that cost over \$75,000. It is for recommendations to be brought to the BOS. D. Knott asked how does it fit into the budgeting process for the next year? J. Langdell said there has been progress in using the CIP by the BOS for budgeting by providing more information. The budget committee will also use this document. T. Finan noted that the BOS has agreed to put all five items recommended by the CIP committee on the warrant. C. Beer said the CIP committee put the MACC equipment out in 2021 because the information was very preliminary at the time the CIP Committee was collecting information. The BOS has pulled that item into the 2019 warrant articles. S. Robinson, J. Langdell, D. Knott, P. Amato and T. Finan had no further questions. D. Knott opened the discussion up to the public for comments or questions.

Ambulance Director Eric Schelberg asked why the ambulance replacement again has been moved out one year in the CIP. He did not receive any feedback. The information contained in the BOS packet was a year old but he wanted to understand why it was moved out. C. Beer said the reasoning was not because a of the old estimate, it was debated hotly, some people felt strongly that we have enough ambulances in service so they wanted to push it off because the equipment we have is new enough and they did not want another replacement. Others on the committee feel we need to get a new one to get on a rotation cycle. The concern of Paul Amato is the town has two ambulances and also has a new ambulance facility. The concern, explained Chris Beer, is the town wants to get on a 5 year rotation, more people on the CIP Committee disagreed with that plan than agreed with it. The CIP committee members felt the ambulances were new enough they did not warrant a replacement. Mr. Schelberg explained the department is running two ambulances that are less than ten years old. The other ambulance is a 2001 model. The concern is not the age of the vehicle, it is the number of clock hours on it, plus the salt and corrosion; the department is looking at 140,000 miles on one vehicle and 90,000 miles on the other one. At some point, Paul Amato said we need to get on some sort of rotation schedule for the ambulances. Tim Finan does not think the CIP Committee disagreed with the plan to get on a rotation cycle, it is that there are two fairly new ambulances and there was a third one asked for. Janet Langdell said the CIP is to address the impact of the tax rate and the other items might be more pressing than a new ambulance. We have two items that are about \$200,000 that will be on the warrant. It is more about trying to balance out the requests. Eric's concern is in three years he does not want to be looking for two ambulances. Once the department gets on a five year rotation plan, it will only be one payment for one ambulance at a time.

Seeing no further comments or questions from the public, D. Knott closed the public hearing. Janet Langdell moved to accept the 2019-2024 CIP with amendments noted and thanked the committee for their great work. Paul Amato seconded. All were in favor. Motion passed unanimously.

4. Public Meetings:

a. **Richard Keogh, Tax Map 23, Lot 2, 188 Amherst Street.** Conceptual Review of a nine (9) lot conventional subdivision and construction of an 800' roadway.

Sam Ingram, Meridian Land Services, representing Mr. Keogh presented a conceptual design for a 9 lot subdivision and asked for any concerns from the Planning Board. This property has ten lots and an 800 foot long right of way. The property crosses into Amherst where there will only be one lot developed. Tonight's discussion is on the concept of the 9-lot subdivision. An access easement would be requested to get onto the Amherst side of this property. It would be a Milford Road to service an Amherst single lot. Janet would have concerns about secondary access when getting to that length of dead end road. Sam Ingram brought the concept to Amherst and there will be only one home built on the Amherst side. Instead of an easement, Chris Beer said it

could be a separate road that they would maintain ownership of. P. Amato indicated then he would not have frontage on it. Lincoln Daley said right now, that parcel in Amherst is not buildable. It has to have direct frontage. An easement would not work. Chris Beer said the only way for the Amherst parcel to be built would be to have the lot line right up to the cul-de-sac. Sam Ingram said Amherst has a provision of a lot of record, that any lot has the potential to be built on it if we can provide frontage. If we provide an access easement, that would be sufficient for a lot of record. Lincoln responded that the town of Milford does not have that provision; noting he will reach out to Gordon in Amherst, as he was not aware that Amherst has that flexibility. That is why Sam stepped back from more than one lot on that parcel. Milford has a maximum of an 800' road and that is what he is proposing. P. Amato asked if this is just to see if you can get nine lots or is it really able to support nine lots? Sam responded this is what he is proposing, nine lots. No on-the-ground services have been done, this is just a concept. There are no wetlands on this property. Lincoln stated the Planning Board needs to look at the type of open space on the property, and justification for why a conventional development is the preferable route. There are some stone walls out there but he is not familiar with the Amherst side. Lot 1 has an existing house, so this is nine houses altogether. Sam explained there is one existing house, with 8 new houses proposed on the Milford side and then one house on the Amherst side. Lincoln asked if it is desirable to talk about the one lot in Amherst? Chris Beer asked if DPW prefers a cul-de-sac or a hammerhead for this type of road? Lincoln said that is based on existing conditions. Paul Amato if there are two driveways off the cul-de-sac plus the driveway for the Amherst lot, there is no place to put the snow. Chris Beer asked what makes more sense, for the easement to be owned by the owner of Lot 3-85 in Amherst or something else? Sam said he is going to propose a single family home with no further subdivision on the Amherst side. Chris Beer asked if it makes more sense for the owner of lot 3-85 to own that access to the road.

When this gets developed, Janet said the piece in Amherst has the ability to be subdivided and there is impact to the established neighborhood. Sam responded that with the current zoning, that Amherst lot could only get at the most two lots, but he is proposing only one lot. Doug Knott asked if Milford's emergency services would need to service that Amherst lot? Paul Amato responded that is not necessary, with an easement the Amherst resident would pay no property taxes to Milford but would get the benefit of the Milford road. Sam indicated the Milford lots would be serviced by Milford water and sewer, but how does that work for the resident of Amherst? Lincoln Daley responded there is a connection fee for that Amherst lot. Paul said the lot in Amherst has plenty of room to put septic and water on it as well. Janet asked what type of houses? Sam does not know that yet. Paul said it has to be underground power and utilities and DPW would need to be contacted about driveways before moving forward. Janet wants information about water and sewer before this moves forward. Five or more lots require open space or a waiver needs to be requested. The next step would be a formal application. Sam asked if applications will be required in both Milford and Amherst? Lincoln will talk to Gordon this week to clarify. Same would move forward with septic and water on the single family lot in Amherst. Janet wants to know from staff about the possibility of a connection to Milford. Lincoln asked if Sam will bring in a plan in January and noted he can work with Sam on this.

b. Lisciotti Development, for the property located at Tax Map 6, Lot 14, 30 Wilton Road. Conceptual Review of a minor subdivision of Map 6, Lot 14 into two (2) lots and major site plan to construct a 9,319 sf retail facility and associated improvements on the newly created lot.

Matthew Bombaci explained the storm water permit and minor subdivision is for a 9,300 sf retail building with 28 parking spaces, where 37 are required. The layout is based on requirements of the delivery trucks. The plan is for a Dollar General retail store. Chris Beer is inclined to reduce the number of required parking space. The regulations say 37 spaces, he would not want to hold that number. Paul said Milford has done that in the past if they are willing to bring documentation from around the State that they only need 28 spaces but we should at least listen. The applicant agreed to bring that supporting documentation once an application is filed. Lincoln said we can talk about the size of the lot, which leaves only enough space for the proposed parking. Mr. Bombaci stated on other projects, the 28 spaces would be enough for this type of use. Janet asked about fire safety and if Fire would want to have access to the back of the building. Doug asked where snow will be stored. Mr. Bombaci answered it will be on the side and front or it will be taken off site. Lincoln said it is tight in the front corner where landscaping would go. In the ordinance it states that parking should be on the side or the back of the property. Susan Robinson said this lot needs to be subdivided before any of this can be done. Lincoln noted there

is one residential abutter to the west and it is proposed that an 8' privacy fence will be built on that side by the developer.

John Scribner said these facilities do not generate more than 100 trips per day. Doug asked if the parking will be out front? Lincoln said this is in the West Elm gateway so consideration should be made for the parking, in order to create pedestrian access and landscaping. Chris Beer said if the building were rotated 90 degrees the parking could be on the side. Lincoln said if that were done, the delivery trucks could not get around to deliver. Paul would rather look at the front of the building, not the side of the building and suggested getting an easement to allow trucks to be able to deliver. Susan Robinson agrees that an easement might be better. Janet asked if there are buildings with this design that can be shown to the Planning Board. Lincoln asked how many employees will there be. John Scribner responded 7-10 total employees, with two per shift, 8 a.m. – 10 p.m.

c. Work Session – Draft Zoning Ordinance Amendments.

Sign Ordinance – this was not reviewed this evening

Home Occupations – this was not reviewed this evening

Self Storage Facilities – this was not reviewed this evening

Solar Collection System – Lincoln Daley review the amendments to this draft ordinance as discussed at the last meeting. Audrey Fraizer, Conservation Commission, said she is concerned with the Industrial Lands being for sale, and would this allow any buyer to go in and put any size solar farm on there. She is also concerned with calling out specific sites for solar farm use, specifically school sites that are sometimes used as shelters in times of disaster relief. Lincoln documented various changes to the draft ordinance.

The draft ordinances will be reviewed again at the next Planning Board work session on December 4, 2018.

5. Other Business:

- a. **Community Development Updates** – There were no updates
- b. **Planning Board Updates** – There were no updates
- c. **Commission/Committee Updates** – There were no updates

6. Adjournment: The meeting was adjourned at 9:30 p.m. on a motion made by C. Beer and seconded by P. Amato. All were in favor. Motion passed.

Signature of the Chairperson/Vice-Chairman: Date: _____

MINUTES OF THE NOVEMBER 27, 2018 MEETING WERE APPROVED DECEMBER 18, 2018