

4 **Members Present:**

5 Doug Knott, Chairman
6 Janet Langdell, Vice Chairman
7 Peter Basiliere, Member
8 Tim Finan and
9 Dave Freel, Selectmen’s Reps
10 Paul Amato, Member
11 Susan Smith, Alternate
12 Susan Robinson, Member
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Staff:

Terrey Dolan, Director Comm. Development
Darlene Bouffard, Recording Secretary
Andrew Kouropoulos, Videographer

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16 **1. Call to order:** Chairman Knott called the meeting to order at 6:30 p.m. indicating that tonight’s
17 agenda includes continued public hearings from previous meetings.
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19 **2. Approval of Meeting Minutes:** There were no minutes for review this evening.
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21 **3. Public Hearings:**
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23 **a. Continuation of the Application for Minor Site Plan Amendment SP2022-10. Souhegan Valley**
24 **Boys & Girls Club Inc. for the property located at 56 Mont Vernon St. located at Tax Map 21,**
25 **Lot 23.** D. Knott indicated that Paul Amato initially stepped down for the SV Boys & Girls Club
26 application and will step down again tonight with S. Smith voting in his absence. D. Knott noted there
27 has been a request from the applicant to withdraw the application without prejudice. P. Basiliere moved
28 to approve the request to withdraw the application without prejudice. D. Freel seconded. P. Basiliere,
29 D. Freel, S. Smith, S. Robinson, D. Knott and J. Langdell were in favor, with P. Amato recusing.
30 Motion passed. P. Amato stepped back up to the Board.
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32 **b. Time Extension Request: 30 Wilton Road LLD for the property located at Tax Map 6, Lot 14, 30**
33 **Wilton Road.** A request has been received from the applicant for a 6-month extension on this
34 Conditional Use Permit application approved August 16, 2022. D. Knott indicated this is consistent
35 with the development regulations. P. Amato asked if they can ask for a second 6-month extension? J.
36 Langdell believes they can. J. Langdell moved to grant the 6-month extension for the Conditional Use
37 Permit for this application. P. Amato seconded. All were in favor to extend this application to February
38 16, 2024. Motion passed. D. Freel stepped down from the Board for the next applications since his
39 property is on the abutters list, T. Finan stepped up for this application as the BOS representative.
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41 **c. Continuation from the June 20, 2023 Hearing for the Application for Major Sub-Division**
42 **Approval for The “Q” Rental Apartments (SD #2023-01), to be known as Tax Map 43, Lot 69-2,**
43 **(to be subdivided off of Tax Map 43, Lot 69, located at “0” Ponemah Hill Road).** The entire 56.29 acre
44 property is being proposed to be subdivided into two lots. The more southerly residential project lot
45 (i.e. *The “Q”*) is proposed for 216 multi-family (rental apartment) units, in a community complex with
46 six residential buildings and a clubhouse. This will be built on an approximate 43.39-acre portion of
47 the overall parcel, while the remaining northern-most lot is proposed to equal approximately 12.9 acres,
48 and shall remain as “Map 43, Lot 69”. The overall property shall remain zoned as Limited Commercial-
49 Business (“LCB”) Zoning District, under Section 5.07.1.H of the Town of Milford’s Zoning Ordinance.
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51 D. Knott explained that the Planning Board will discuss both the Subdivision Plan and the Site Plan for
52 The Q at the same time, but decisions will be done separately. T. Dolan introduced Matt Peterson to
53 explain the Subdivision and Site Plan applications. This site will be accessible from Stoneyard Drive.
54 If the subdivision is approved and the site plan is never developed, the subdivision would become null
55 and void and no mylars will be submitted for signature.
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57 Matt Peterson presented the subdivision Plan; the access for the smaller lot is for future development
58 off Nathaniel Drive. Both of the parcels will be accessed from Stoneyard Drive. T. Dolan explained
59 the discrepancies in the General Notes on the Subdivision plan, as the calculations seem to be incorrect.
60 M. Peterson will get those corrected. This is currently one lot it will be divided into two. P. Amato
61 asked if Mr. Bolduc is buying both pieces? M. Peterson responded just one lot. J. Langdell asked what
62 are the corrections to this plan? He reviewed the small errors that need to be corrected (typos).
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64 J. Langdell noted that typically the Board includes a note on the subdivision plan for monuments for
65 the subdivision. J. Langdell said the town makes sure that this is on the plan since in the past there
66 have been instances of the monuments not getting placed. P. Amato moved to address remaining staff
67 comments in the notes including monumentation of the subdivision plan and in the General Notes and
68 the correction of calculations. D. Knott opened the hearing to the public. Seeing no abutters stepping
69 forward with questions or comments, the Subdivision public hearing was closed.
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71 P. Amato moved to conditionally approve the Subdivision Plan subject to the completion of the Staff
72 recommendations and a note adding the monumentation will be set that is not currently on the plan. T.
73 Finan seconded. All in favor. Motion passed.
74

75 **d. Continuation from the June 20, 2023 Hearing for the Application for Major Site Plan Approval**
76 **for The “Q” (SP #2023-02), Tax Map 43, Lot 69-2, (“O” Ponemah Hill Road).**
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78 T. Dolan indicated that there have been photos included in tonight’s packet, taken July 31, 2023 by the
79 town Engineer and Intern, which show various debris along the culvert or approaching the culvert at
80 Nashua Street by Georgios. The Town owns that culvert, but Medlyn Brook also had debris which
81 could affect the flow of the brook and should be cleaned up. P. Amato said the AoT permit proved that
82 there is no additional water coming off the site. T. Dolan agreed and said the discharge cannot add to
83 the other properties. The concern of T. Dolan is the history of the property and some residents that feel
84 this project will flood their property. T. Dolan explained the cul-de-sac (Medlyn Road) and how that
85 area was built up when the development was designed. Any discharge will end up in the river. The
86 river water traveled up the tributary during the Mother’s Day flood. The debris that is in the photos
87 along the brook should be removed, the smaller trees could cause a damming effect. These areas need
88 to be maintained and be kept clear. P. Amato asked if it can be cleaned up? Matt Peterson responded
89 that they were working with staff to clean that up. D. Knott said we cannot hold the applicant hostage
90 based on cleaning up the debris.
91

92 M. Peterson wanted to go through what has been done. There have been two site walks on two different
93 days. The site walks were to show attendees where the units would be located. Over time, Matt feels
94 like deciduous trees could be planted to provide buffer. It was agreed to move the dumpster as a result
95 of the site walk. The applicant is in the process of creating screening, the engineering comments were
96 already taken care of. A sewer pump will go down to Ponemah Hill Road. Based on that sewer and
97 pump station, Ponemah Hill Road will need to be repaved. A water line will help with capacity. Fire
98 and utilities have some issues, if there are any issues with the pressure, they will be handled at the
99 building permit stage.
100

101 P. Basiliere asked about overhead wires and easements for that which affect lines that will go to Ms.
102 Vallier’s house was talked about but they also talked about going with underground utilities. M.
103 Peterson said they will pull the power from Stoneyard underground. T. Dolan commented on the curve
104 of Ponemah Hill Road access there cannot be underground utilities unless it is blasted. M. Peterson
105 responded that they know there will have to be blasting. Natural gas goes over Ponemah Hill Road to
106 Quarrywood Green. P. Amato said that is not that far away. Matt Peterson will contact Liberty Utility
107 about that and he recognizes the staff recommendation to keep the Ponemah Hill Road access gated.
108 Susan Smith asked about the argument of running the sidewalks down to South Street for kids and bus
109 stops or for walking to the oval?
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111 The application does not propose sidewalks down South Street; DPW items e & f for emergency access
112 signage should be placed at the access to parking. M. Peterson said anything that Milford Fire wants

113 at the access, will be done. S. Smith feels that the pallets and such, looks like they were placed to allow
114 crossing the brook – if it is on the Q property, should that be removed? T. Dolan said the Q property
115 has been used for many years for hiking, recreation etc. the remnants of campsites are evident
116 throughout and T. Dolan wants to be sure that the applicant takes care of what is on their property. The
117 town and staff will need to look at cleaning up these areas that are part of the Q. T. Dolan said there is
118 a significant drainage area down to the river. S. Smith wants the property owner to be aware of what
119 is there now.

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121 Janet Langdell heard that there might be sidewalks internally down to Stoneyard. If the bus stop is at
122 the end of where it connects, the students should be able to get to the bus stop safely. M. Peterson will
123 look at the plans for sidewalks at the next review. He wants to check the grading on that. P. Basiliere
124 noted that the August 11, 2023 staff memo had a lot of recommendations and is good; it sounds like
125 the responsibilities in the staff memo need to be done for the next meeting. Transportation has been
126 very clear from the Planning Board, members were asking is the roadway to Ponemah Hill Road being
127 considered, the road is 24'. J. Langdell said the Board might want to have a note on the plan about
128 Ponemah Hill Road being an emergency vehicle only entrance and egress. D. Knott said they cannot
129 just change that to make it two-way, that would require Planning Board review. P. Amato asked if they
130 need a waiver for a deadend road? Steve Desmarais, owner, said it is not a dead end. T. Dolan will
131 look at what designation is a deadend and what is required. The aisle going to Ponemah Hill Road will
132 be a private road. T. Dolan said there are 4-5 parking areas that could be used as a cut through to
133 Ponemah Hill Road if it were not gated. J. Langdell said all the traffic will be coming off of South
134 Street. S. Smith asked if the Planning Board should ask for another traffic study?

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136 Robert Belanger, Bedford Traffic Engineer, said last year the study was conducted using Ponemah Hill
137 Road only for emergency vehicles. South Street would be the only access and egress and the engineers
138 looked at traffic signals and turning lanes data. The analysis concluded no widening would be
139 warranted for this project discussed tonight. South Street improvements would not be necessary at this
140 time. The other businesses on Nathaniel Drive had a minor traffic study. Robert Belanger said this
141 development will increase traffic but will not yield turn lanes or traffic lights based on the analytics.
142 He does not have the detail for that tonight. R. Belanger said the volume on the road and the speed is
143 what gets assessed in a traffic study. P. Amato asked if Capron Road is any different, was traffic at
144 certain times of the day or night considered.

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146 R. Belanger said the analysis detail, showed that no improvements on South Street were warranted. J.
147 Langdell said in the future the town we might be seeing a gas station or convenience store on South
148 Street could that change those analytics? D. Knott said if that happens, they will need to take care of
149 that with that application. R. Belanger agreed at that point they would need to look at the same things
150 looked at for the Q and if turn lanes or traffic signals are warranted. Tonight's application has had due
151 diligence done, if there is something else coming in, that would also need to have its due diligence
152 done. M. Peterson noted that there had not been much done with this property and there is a person
153 that has invested a lot on this development. R. Belanger stated the town has jurisdiction over Route 13
154 at this intersection, although it is a State Road, it is under town jurisdiction, although there are criteria
155 regarding whether a traffic signal is warranted. P. Amato said the traffic study has been available for
156 a year and Robert Belanger has stated what the conclusion is. We can all take a look at that information.

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158 Terrey Dolan, indicated there are some outstanding issues that the Planning Board would appreciate
159 reviewing for the community and there is a hearing with the ZBA on September 7 for the gas station
160 application (on South St.) for a Variance. Sidewalks are a welcome amenity for new residents that will
161 live at the Q apartments. M. Peterson agreed and said there is a ZBA application in process for a gas
162 Station. J. Langdell indicated there will be people walking down to the gas station, and most likely
163 there will also be a convenience store there; she sees people do this all the time in town, just walking
164 on Elm or Nashua Streets to get to the convenience stores. T. Dolan would like the applicant to review
165 any thoughts on recreation and trail networks on or within the site. There was some discussion on the
166 sidewalk and the Planning Board would like an updated plan for that. T. Dolan thinks one more hearing
167 is needed on this application, but a lot of work needs to be done by the applicant. Approval of a separate
168 document for a development agreement is also needed; P. Amato said that can be noted on the plans.

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D. Knott said there would need to be plans for the construction of sidewalks. T. Dolan said this is for improvements off the property. As it is, a development agreement will make it a lot easier on staff to keep track. S. Robinson asked what type of language should be in that agreement? M. Peterson said a phasing plan has been presented. J. Langdell said the decision, and notes, would be written in another document that spells it all out, similar to Badger Hill and Falcon Ridge agreements which could be used for reference. M. Peterson said if it is in a development agreement, some people cannot always put their hands on it, but the plans are always where you can find the information. Matt Peterson said he is not a fan of a development agreement, he feels it should all be on the plan. P. Amato said if the project will happen in 3-5 years, the plans should be fine. If the project will take 20-30 years, a development agreement might work. D. Knott said if a change to the plan is requested, it needs to come back to the Planning Board.

D. Knott asked about recreation possibilities on the site. M. Peterson said he needs to put a little more detail on the recreation portion of the plan. T. Dolan discussed lighting with the abutters on Ponemah Hill Road and the use of lighting. Matt Peterson said all the Q porches will have recessed lighting so it does not impact abutters. S. Smith said a Ponemah Hill Road traffic study should not be needed, as was requested by those abutters, since the access will be gated for emergency vehicles only. J. Langdell said the thought is that there are a number of pieces that might be better memorialized in a development agreement and can that be all included in the notes? P. Amato suggested if all 216 residents came in to get the Ponemah Hill Road access opened for residents, it would be recommended to go to the landlord and a visual inspection of the property. S. Smith would like a response to that comment at the next meeting. Seeing no further comments or questions from the Board, D. Knott opened the hearing to the public and stated that the speaker should state their name and address. There were no public comments. D. Knott closed the public portion of the hearing.

T. Dolan would appreciate more than 16 days to compile a list (conditions for the plan/agreement) and hold a (final) meeting on October 3. D. Knott indicated there is a lot of information in this plan. P. Basiliere suggested if that is the final hearing, residents should have opportunity to provide input. A list of concerns and items to be reviewed would make it easier for Planning Board members to reference instead of all the papers provided tonight. All concurred. D. Knott asked what the consensus is for having a development agreement? P. Amato responded if everything can be on the plan, then it is all in one place. Consensus was to have all the notes and details on the plan and not on a development agreement (J. Langdell, T. Finan, S. Smith, D. Knott). P. Basiliere indicated he is also in favor of the detail being on the plan but that everything be structured so that people can easily find the information.

Janet Langdell moved to continue this Site Plan application to October 3, 2023. S. Robinson seconded. All were in favor.

4. Other Business:

Janet Langdell noted that Elaine Cohen has submitted her resignation and the Board is seeking another full member. S. Smith, Alternate, indicated she has thought about becoming a full member but has decided to stay as an alternate. T. Dolan said there has been interest expressed by Andrew Ciardelli, who is here tonight. S. Robinson asked why Andrew would like to be on the Planning Board. Andrew responded that he has lived in Milford all his life and has been involved in many meetings and understands the process; he would like to give back to the community. Andrew said he works with engineers daily and understands the development process. S. Smith feels she has things to offer the Board in her alternate position where she would like to remain. A. Ciardelli said he looks forward to working with members of the Board. J. Langdell is happy to see a younger person stepping forward to add to the Planning Board and she appreciates a person with a different perspective. J. Langdell moved that the Planning Board recommend Andrew Ciardelli to the Board of Selectmen as a full member of the Planning Board. P. Basiliere seconded. All were in favor. Motion passed. Janet Langdell indicated that this recommendation will go to the Board of Selectmen for approval at their next meeting, and that Andrew should be contacted by Tina Philbrick as to the date and time to attend that meeting.

5. Upcoming Meetings:

9/5/23- Planning Board Work Session

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9/19/23 – PB meeting
10/3/23 - Planning Board Work Session

- 6. **Adjournment.** The meeting was adjourned at 8:18 p.m. on a motion made by P. Amato and seconded by S. Robinson. All were in favor. The motion passed unanimously.

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

The Planning Board minutes of 08-15-23 were approved _____

DRAFT