

1 MILFORD PLANNING BOARD MEETING
2 November 7, 2017 Board of Selectmen's Meeting Room, 6:30 PM

3
4 **Members Present:**

5 Christopher Beer, Chairman
6 Janet Langdell, Member
7 Susan Robinson, Member
8 Paul Amato, Member
9

Staff:

Lincoln Daley, Comm Dev Director
Darlene Bouffard, Recording Secretary
Amy Concannon, Videographer

10 **Excused:**

11 Doug Knott, Vice Chair
12 Kevin Federico, BOS rep
13 Tim Finan, Member
14 Veeral Bharucha, Alternate member
15 Jacob LaFontaine, Alternate member
16

17
18 **1. Call to order:**

19 Meeting was called to order by Chairman Beer at 6:30, introductions were made of Board members and staff.
20 Chairman Beer indicated that the agenda would be shuffled a bit tonight to review the CIP as the first item
21 discussed and the application as the second item discussed.
22

23 **2. Review/Approval of Meeting Minutes:**

24 **October 17, 2017** – J. Langdell requested amendments to the minutes. P. Amato moved to approve the
25 minutes of October 17, 2017 as amended. J. Langdell seconded. All were in favor. Motion passed.
26

27 **October 24, 2017** – J. Langdell requested amendments to the minutes. J. Langdell moved to approve the
28 October 24, 2017 minutes as amended. P. Amato seconded. All were in favor. Motion passed.
29

30 **3. Public Hearing(s):**

31 a. **2018 – 2023 Capital Improvements Plan (CIP).** Community Development Director Lincoln Daley
32 explained that this is the second public hearing on this CIP. Paul Dargie, Chairman of the CIP
33 Committee, said the committee reviewed and made the changes from the previous meeting and then asked
34 if there were questions. Rodney Richey said the town has established several Capital Reserve Funds over
35 the years. These are capital items but sometimes funds are not tied to the CIP budget and that has been
36 noted in this new version of the CIP. We have noted those that were not in the CIP but are now collecting
37 money. There are four items that have established a Capital Reserve Fund that were not part of the CIP
38 and therefore there is additional information needed.
39

40 P. Dargie stated that at the BOS meeting with the CIP, we noted that if items on the CIP are listed, they
41 have a sheet filled out for the committee even if it is way out in the future. MACC Base is a good
42 example. The West End Fire Station has been on the list every year. J. Langdell said that is not a high
43 priority but it was being tracked by Community Development. She asked who is the contact person for
44 the Fire Station? P. Dargie said all the items in the CIP have been discussed. J. Langdell agreed and
45 asked if the names listed on CIP page 6 are the same as those on the ballot and warrant articles passed in
46 Mach 2017 (Capital Reserve Funds).
47

48 P. Dargie said \$2.5 million for the emergency service infrastructure (Dispatch Equipment) needs to be
49 figured out. This is a big project that is coming in. It is not a 2018 project but it is coming. The BOS
50 talked about it and is talking about hiring someone to do an engineering study of the systems. P. Amato
51 said there is clearly more than one way to do this. J. Langdell said they will be looking at a Milford-
52 specific solution. P. Dargie said the BOS feel it is very unlikely that it would be on the ballot in 2018, but
53 it will for 2019, which allows enough time to figure that out. The current MACC agreement ends in 2018
54 so the BOS needs to figure out what to do. At this point, this item is still up in the air. Some other
55 editing changes were done to this CIP and some changes from the last meeting as discussed (formatting).
56

57 C. Beer asked if there were any specific questions on the CIP. There were none. C. Beer opened up the
58 discussion to the public. There were no public comments. The public hearing was closed at 6:55 p.m. J.
59 Langdell moved to approve the draft CIP. L. Daley seconded for discussion. J. Langdell stated the
60 Planning Board is the approving authority for the CIP and the Planning Board thanks all the volunteers
61 for the work put into the CIP, it is a great planning tool. All were in favor. Motion passed. J. Langdell
62 indicated that once this is approved and finalized, it will be put on the Planning Board portion of the town
63 website.
64

65 **b. Jefferson E. Odhner, Tax Map 13, Lot 5, 589 Elm Street.** Chairman Beer read the application and
66 explained this was continued from the October 24, 2017 Planning Board meeting. Tim Goldthwaite,
67 Meridian and Jeff Odhner were presenting for this project. T. Goldthwaite indicated this plan has been
68 revised with the changes from the previous presentation in October. The driveway, setbacks, infiltration
69 system have been addressed. They are noted and the re-charge facility from the Superfund Site is noted.
70 C. Beer said they have addressed all the waivers that were asked for originally at the last meeting. L.
71 Daley agreed and said the applicant has addressed those items. T. Goldthwaite said the parking has been
72 addressed for light manufacturing. Eleven spaces are provided in addition to the 7.5 for a total of 18
73 required and 38 provided. The dumpster is within the fence line at a 90 degree angle and the BBQ
74 dumpster also has a fence around it. Trenches were expanded to accommodate drainage, now there are
75 three trenches.
76

77 Everything is the same since the last review, other than the addition to a dumpster and proposed water
78 line and sprinkler system depending on what type of use will be put in. A two-inch water line will be put
79 in for the downstairs water and sprinkler service depending on the type of tenant. It will cost an
80 additional \$30,000 for the line and another \$100,000 for the sprinkler system, or he may put it in later, but
81 there is a plan in place to put sprinklers in if necessary. J. Odhner met with the Fire Department and it
82 was said that the sprinkler system is not required for office space but certain businesses would require
83 them. Something like welding would require sprinklers. J. Langdell said some types of business would
84 require a sprinkler system and the Fire Department stated that the sprinkler is not required unless a certain
85 type of business leases. J. Odhner said the sprinkler system is not required based on the plan right now.
86 J. Langdell wanted to make sure the minutes reflect exactly that. L. Daley asked if existing lighting will
87 be used or is there proposed external lighting? The DMV will want to make sure their customers are safe.
88 J. Odhner said there will be lighting for the site in front of the building but there are no plans to light up
89 the parking lot except for solar supported lighting, but no street light-style lighting. L. Daley suggested
90 adding the second dumpster so there are two in total, one is seasonal for Phil's BBQ and the other is
91 associated with the operations of the building and the details of the dumpster being located behind the
92 building behind the fence should be on the plan.
93

94 J. Odhner responded that will not be difficult to add and it will be more attractive. The fencing for Phil's
95 BBQ cannot be seen now. L. Daley wants to make sure that the dumpsters get fencing and remain behind
96 the building. J. Odhner can make that for both dumpsters and the fencing will also have doors on the
97 front like what is there now. L. Daley indicated the Conservation Commission stated the property is
98 included in parcels for the Souhegan Trail and they would like 75' of easement along the river. L. Daley
99 asked Jeff to work with Conservation on that. P. Amato asked why they need 75'? L. Daley would like
100 to know why 75' is needed as well. J. Odhner said he will work with Conservation on that easement. P.
101 Amato said Conservation wants to be able to walk along the river. J. Langdell agreed that is a good
102 question to ask Conservation. L. Daley noted on Sheet L4, the detail for the minimum height requirement
103 for deciduous trees should be added. L. Daley suggested adding the height of twelve feet required by
104 landscaping regulations. J. Odhner noted that information. L. Daley clarified that it is "Phil's BBQ" not
105 "Bill's BBQ" as indicated on the plan. Phil will be back in April or May next year but is now closed for
106 this season.
107

108 There were no further questions from the Board. S. Robinson asked if the corrections made by D. Knott
109 to the tree information have been made? J. Odhner said they have been. Chairman Beer opened the
110 meeting to the public for comments or questions. There were none. The public presentation was closed.
111

112 P. Amato thanked the applicant for coming back with the responses to the last meeting. J. Langdell asked
113 where the Phil's BBQ trailer is? J. Odhner responded it is rectangular and it is parked so he does not
114 block access to the trailer. J. Langdell could not find the location of the trailer on the plan. J. Odhner said
115 he often talks with Phil and can work that out together. There was nothing further.

116
117 J. Langdell moved to conditionally approve the plan as amended. P. Amato seconded, noting the
118 amendments a) 12' minimum tree height, b) dumpster location/details and fencing, c) conservation
119 commission information on the easement regarding the 75' requested and to work with the applicant. All
120 were in favor. Motion passed. J. Langdell would like to hear the result of the 75' easement inquiry.

121
122 L. Daley asked when work is planned to begin. J. Odhner responded immediately the demo has been in
123 process. J. Langdell asked if he has submitted a building permit application? J. Odhner said there is a
124 demo permit in place and he did not pull a building permit application without first having stamped
125 architectural drawings to move forward. Chairman Beer said he might be dropping by the Technology
126 Center at some point. J. Odhner is very excited about this project and said the building will be
127 waterproof, the heating system is electric with a heat pump and there will soon be natural gas.

128
129 **4. Adjournment:**

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131 The meeting was adjourned at 7:30 p.m. on a motion made by P. Amato and seconded by J.
132 Langdell. All were in favor.

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134
135
136 _____ Date: _____
137 Signature of the Chairperson/Vice-Chairman:

138
139
140 **MINUTES OF THE 11-07-17 MEETING APPROVED ON 11-28-17**