

# HAMPSTEAD PLANNING BOARD

11 Main Street, Hampstead, New Hampshire 03841-2033

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## MINUTES 6 October 2014

Chairman Paul Carideo opened the meeting at 7:00 PM. Members present were Paul Carideo, Chris Dane, Chad Bennett, Bill Weber and Priscilla Lindquist, Ex-officio. Town Engineer Nicholas J. Cricenti, PE and Secretary Susan Hastings attended.

Members of the public attending included Frank Stomilo, Jamie Santo, Greg Hoppa, Wayne Dinsmore, Thomas Lindquist, Richard Atwood, Richard Towne, Dave Huston, Michael Hall, Tobin Farwell and Penny Williams, Media. ATTACHMENT # 1

### **CHAIRMAN Announcements**

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- **Next meeting-November 3, 2014**
- **Plan filing deadline-October 13, 2014**
- **Petition Articles**-Filing is between November 10, 2014 and December 10, 2014

### **1<sup>ST</sup> PUBLIC HEARING Lancaster Subdivision, 11-060 & 060-1-**

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Chairman Carideo opened the Public Hearing. He asked Jim Lavelle to update the Board. Six plan sets of the new proposal were presented. The Chairman asked Nick Cricenti if they had been reviewed, the plans had been received too late. The easement documents received earlier today were forwarded to Town Counsel for review. ATTACHMENT # 2 The Chairman asked Board members what their recommendation was.

### **MOTION**

**Chris Dane made a motion to continue the hearing to November 3 2014. This will provide time for the Town Engineer and Town Counsel to review documents presented. Chad Bennett seconded the motion and the Lancaster Subdivision was continued to the next meeting. VOTE YES-Chris Dane, Chad Bennett, Bill Weber, and Priscilla Lindquist ABSTAIN-Paul Carideo.**

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Priscilla Lindquist is an abutter to the School and she stepped down from the Board.

### **1<sup>ST</sup> PUBLIC HEARING Hampstead School District 8-104 & Roman Catholic Church 7-23**

Chairman Paul Carideo opened the first Public Hearing on the Hampstead School District's proposal for an emergency access road. Tobin Farwell was asked to present the plans to the Board members. He explained this is a second access to be used for emergencies only. The 14-foot wide access will originate at the school parking lot, west to cross the field at Saint Anne Church and exit at the church parking lot. There will be locked gates at each end. Chad Bennett asked if the road with at 14 feet was sufficient. Tobin Farwell explained the shoulders of the road would be 2 feet, which will give the access a total width of 16 feet. When the gates are open, the access will be monitored. The wetland areas are shown. The radii on the road are to be designed to accommodate the Hampstead Fire Department vehicles. The road way will be graveled. A slope of 4.85% exists at the ball field. The Wetlands permits have not been applied for from the State. The proposal will go before the Town Meeting in March for funding approval. This emergency access will allow the evacuation of the schoolchildren by a safe route.

Nick Cricenti said the Fire Department pushed itself into the road design process. Road design review and approval is a function of the Planning Board who acts according to the Town Regulations. The Fire Department may be invited to review and comment. N. Cricenti said he had reviewed the drainage information and it was fine. He pointed out the turn radius for the fire department quint and school busses should be checked for adequacy. Bill Weber asked how this is determined. N. Cricenti explained a turn template designed to accommodate a 40-foot bus with a 7-foot overhang is used. There is also software available that demonstrates the vehicles turning using the template drawing. The Church has sufficient area for parking without the spaces being taken out for the exit/access roadway. His recommendation was for conditional approval subject to the review of the turn radius.

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### **1<sup>ST</sup> PUBLIC HEARING Hampstead School District 8-104 & Roman Catholic Church 7-23**

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Chairman Carideo agreed the Fire Department does not have the authority to set the requirements for any road or access way. This is a determination to be made by the Planning Board. The Town Engineer will review the turn radius specifications. P. Carideo noted the emergency access use must be clear on its' use. A written waiver or easement may be required. There should be a plan note for the gates being monitored when the access is being used. Chad Bennett said the access should be paved at least in binder to facilitate maintenance and plowing. Michael Hall, School Facilities Manager said the road would be plowed, sanded and salted by the school personnel. He emphasized there would be a person at each end with radio contact to monitor the children and any vehicular traffic. The access is not intended for school bus use on a daily basis. Mike Hall said the school plan is to evacuate the middle school children to the central school. Bill Weber questioned if there would be the possibility of the school busses using the access during an emergency, citing the width of the roadway as a possible detriment. Paul Carideo said the proposal is for a 14-foot wide access road with a two-foot shoulder on each side, before the slope begins. Chris Dane asked how SFC came up with their use of the terminology for the "drive". N. Cricenti said the discussion in his office was interesting. The gravel road purpose or the use was for "internal traffic". That did not address if it was a "fire lane". Since any vehicular traffic would be controlled, did that mean there was a security issue? The width dictates one-way travel. The discussion concluded with the most accurate description being "one way drive".

#### **MOTION**

**Chris Dane made a motion to take jurisdiction of the school plan dated 9/10/2014 and described as an "Access Way for Hampstead Middle School". Bill Weber seconded the motion and it was approved. VOTE YES-Chris Dane, Bill Weber, Chad Bennett and Paul Carideo.**

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### **1<sup>ST</sup> PUBLIC HEARING Hampstead School District 8-104 & Roman Catholic Church 7-23**

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Paul Carideo asked if any member of the public would like to address the Board.

Gregg Hoppa, School Board Chairman, said he appreciated the Board taking the time to consider all facets of the emergency access road. He added the safety concerns expressed by the Planning Board for both the school children and the environment were wide ranging.

Abutter David Huston said he was concerned with the use of the field for a 14-foot wide road with 2-foot shoulders. He said the field was wet and he did not want to see flooding caused from its' construction. This could make the field unusable. D. Huston asked if the road could be located closer the perimeter of the property. Tobin Farwell explained there would be a culvert at the low point in the field to keep any water built up from a storm moving to a detention pond and then off the site. The integrity of the site would be protected as much as possible. P. Carideo said the Conservation Commission had attempted to locate the road as close as possible to the perimeters of the field. D. Huston asked if the turn could be made any tighter. The turn radius is set to accommodate a large vehicle such as a fire truck or bus.

Abutter Tom Lindquist said the gate should be located where it will not block the snowbanks. Dave Huston wanted the gate on the Church parking lot side located back at the tree line of the field. Chris Dane added the gate is to prevent the public from parking on the road. Chairman Carideo noticed the Police Department had not been contacted about the new road location. He said they should be given the opportunity to review the plans.

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**1<sup>ST</sup> PUBLIC HEARING Hampstead School District 8-104 & Roman Catholic Church 7-23**

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### MOTION

**Chris Dane made a motion to approve the Middle School access drive subject to the usual items and the following conditions: 1. The turn radius is reviewed by SFC Engineering and the radius is for a 40 foot bus with a 7 foot overhang; 2. Receipt of waivers for the roadway from the Roman Catholic Diocese for St. Anne's Church. Bill Weber suggested there should be a review of the location of the gates. Chris Dane accepted the recommendation and added it to his motion, 3. SFC Engineering reviewed the location of the gates. Bill Weber seconded the motion. Chairman Carideo asked if there were any further comments on the motion and there were none. VOTE YES-Chris Dane, Bill Weber and Paul Carideo VOTE NO- Chad Bennett. The approval was granted with the usual and listed conditions.**

The road will be bonded and inspected by SFC Engineering since part of the property the road is located on is privately owned. Nick Cricenti was asked to prepare the bond. The money for the project will be on the warrant for a vote at Town Meeting.

Priscilla Lindquist rejoined the Planning Board.

### **BONDS Depot Development LLC, 01-018-**

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Paul Carideo opened the discussion on the Depot Development bond reduction requested. Nick Cricenti presented his recommendation and corrected the bond figure to \$45,865.00. Attachment # 3 He thanked C. Bennett for catching the error. The total escrow amount, which includes the adjustment for escalation of \$4,585.00, remains the same at \$50,450.00. Three site visit reports have been provided.

ATTACHMENT # 4 There was no further discussion.

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### **BONDS Depot Development LLC, 01-018-**

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#### **MOTION**

**Bill Weber made the motion to approve the bond reduction as detailed on the corrected Performance Guarantee \$45,865.00. Chris Dane seconded the motion and it was approved. VOTE YES-Bill Weber, Chris Dane, and Priscilla Lindquist ABSTAIN-Paul Carideo and Chad Bennett.**

### **PUBLIC MATTERS**

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Paul Carideo was contacted by the Salem Chamber of Commerce who asked to meet with the Board for an informational discussion of their organization. Frank Stomilo and Jamie Santo said the Chamber of Commerce is promoting to regionalize economic development. They invited the Board to meet with them at their monthly meeting. They are establishing this outreach a call for the towns and the Chamber to collectively promote economic development of the area. Paul Carideo thanked the men for coming to the meeting. The Chairman agreed working together to improve economic development would benefit the whole area.

### **OTHER Bonds Status-**

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Chairman Carideo opened the discussion of the status of cash bonds held by the Town. Jamie Hill has not completed the paving on his site begun at least ten years ago. The escalation amount has never been posted. The Busby site has still not had the final paving done. The last road section of Applebriar is still with the binder coat. Nick Cricenti said once there is occupancy on a site it can be difficult to get a developer to complete construction. After discussion, Board Members agreed a letter should be sent to each developer asking them to be at the next Board meeting on November 3, 2014. The purpose is to establish a completion date on the projects.

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### **BOARD BUSINESS**

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**Correspondence**-Information on a Planning Lecture Forum in Derry, NH provided to members. One lecture focuses on how to run a planning board.

**Engineer's Comments**-Nick Cricenti discussed his Site Visit Report to Depot Development explaining the second report was to establish the basis for the bond reduction. Nick added he likes to check the sites at least twice a month to establish the progress. This particular site is progressing very quickly.

**Member Comments**-The Chairman requested the project address be added to the form titled **Request to Review Records**.

**Zoning Alternate Members**-Paul Carideo said the Board has been close a number of times to not having a quorum. Priscilla Lindquist said she had the Municipal Association research information on alternate members. There is an RSA, which provides for that. It allows for up to five alternate members. Paul agreed this would assure a quorum provided they attended the meetings so they understood the issues and history involved. Bill Weber said he was against alternates because he had seen them used to change a vote of the Board. Paul said he had a problem with putting off a vote because of the lack of a quorum. The Chairman asked to have an article drafted to be discussed at the next meeting on November 3, 2014.

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### BOARD BUSINESS

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**Minutes-**The draft minutes for 15 September 2014 were edited: Page 3, Paragraph 4, Line 6 change "received" to "received."; Page 5, Paragraph 4, Line 10 change "Lancaster has" to "Lancaster's have"; Page 6, Paragraph 1, Line 3 change "said Lancaster's" to "said the Lancaster's"; Page 8, Paragraph 3, Line 1 change "Moore" to "Moore,"; Page 10, Paragraph 3, Line 4 correct "Lindquist" Page 11, Paragraph 3, Line 1 change "4485/00" to "\$4,485.00"; Page 12, Paragraph 2, Line 4 change "Town Garage" to "Kent Farm Landfill"; Line 5 change to read "At this point".

#### MOTION

**Priscilla Lindquist made a motion to approve the minutes as edited. Chris Dane seconded the motion and it was approved. VOTE YES Chris Dane, Chad Bennett, Priscilla Lindquist and Bill Weber  
ABSTAIN- Paul Carideo.**

#### Adjournment

#### MOTION

**Priscilla Lindquist made a motion to adjourn the meeting at 8:20 PM. Chris Dane seconded the motion and it was approved. VOTE YES-Priscilla Lindquist, Chris Dane, Paul Carideo, and Chad Bennett  
ABSTAIN-Bill Weber.**

Respectfully submitted,

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Susan J. Hastings, Secretary