

# HAMPSTEAD PLANNING BOARD

11 Main Street, Hampstead, New Hampshire 03841-2033

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## Minutes Workshop August 17, 2020

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2 A meeting of the Planning Board was held on Monday, August 17, 2020 at the  
3 Hampstead Town Hall, 11 Main Street, Hampstead, NH.  
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5 **PRESENT:** Steve Wentworth (Chairman), Randy Clark, Paul Carideo, Sean Murphy,  
6 Chuck Ashford, Jr., Bob Villella, Mike Hanides, Tom Riha (alternate), and Susan  
7 Hastings (alternate).  
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### 9 **Planning Board Matters**

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#### 10 11 **1. Susan Hastings, Alternate, reappointment discussion**

12 Alternate, Susan Hastings was asked if she wished to continue as an alternate to the  
13 Planning Board and she stated she would like to continue to serve the board.  
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15 **MOTION: R. Clark made a motion to appoint S. Hastings as an alternate to the**  
16 **Planning Board.**

17 **SECOND: B. Villella**

18 **VOTE: 7-0**  
19

20 **MOTION: R. Clark made a motion to appoint S. Hastings to the PB as an alternate**  
21 **through March 2022.**

22 **SECOND: B. Villella**

23 **VOTE: 7-0**  
24

25 D. Soucy had the board members sign the reappointment paperwork.  
26

#### 27 **2. MS4/Stormwater Management discussion**

28 S. Wentworth stated that he and P. Carideo met with Steve Keach, Town Engineer to  
29 discuss ideas as it relates to MS4/Stormwater Management. S. Wentworth asked S.  
30 Murphy for an update on MS4. S. Murphy stated he was not privy to the conversation  
31 with the Town Engineer and indicated that S. Theriault is spearheading the MS4 project.  
32

33 S. Wentworth stated that S. Keach could share his thoughts/ideas at the 9/8 PB  
34 meeting. S. Keach recommended looking at the Town of Pelham's MS4/Stormwater  
35 Management program as guide. P. Carideo stated Pelham can be a template and  
36 indicated that Atkinson and Sandown are looking at this as a model as well.  
37

#### 38 **3. Master Plan and Capital Improvement Plan (CIP) discussion**

39 D. Soucy informed the board that S. Theriault mentioned that the CIP needs to be  
40 updated and the PB is responsible. D. Soucy stated that during her research she  
41 discovered that the Master Plan needs to be up to date in order to adopt a new CIP.  
42 The current Master Plan was adopted in 2011 and it is suggested it be updated every 7-  
43 10 years. S. Murphy informed the board members that the reason the CIP is on the

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44 Board of Selectmen (BOS) activity log is because things need to be assessed. S.  
45 Murphy talked about the buildings in town and mentioned the Memorial Gym as an  
46 example of a building that needs improvements.

47  
48 R. Clark talked about forming sub-committees. S. Murphy, P. Carideo and R. Clark  
49 discussed the CIP in general as well as the idea of forming sub-committees. P. Carideo  
50 stated that S. Keach made the recommendation to start the CIP and the Master Plan at  
51 the same time.

52  
53 S. Murphy and D. Soucy went back and forth regarding what is required if amending  
54 these documents. S. Murphy commented that the CIP is more specific whereas the  
55 Master Plan is a higher-level view. P. Carideo commented that the Water Resource  
56 Committee felt the Master Plan did not meet the current needs of the town.

57  
58 S. Hastings talked about past practices of mailing surveys and having a poor response  
59 rate. D. Soucy commented that there are many new technologies such as survey  
60 monkey, etc. that could be used in 2020.

61  
62 S. Hastings commented that Chief Mike Carrier worked on the CIP for the Town of  
63 Londonderry. P. Carideo confirmed that and indicated that M. Carrier would be a good  
64 resource. S. Murphy suggested the Town get guidance from S. Keach on the steps to  
65 get moving forward.

### 66 67 4. Member Comments

68 D. Soucy mentioned that the application for the amended site plan for property located  
69 at 17 Gigante Drive is still incomplete and no new information has been received since  
70 the last discussion.

71  
72 P. Carideo asked about the subdivision and site plan applications for the property  
73 located at Map 12 Lot 15 as well as the currently approved change of use/amended site  
74 plan.

75  
76 There was a discussion regarding the current status of Witcher Road, Town Counsel  
77 advised that Witcher Road can only be closed via Town Meeting. P. Carideo talked  
78 about the Right of Way and the land reverting back to abutting land owners, one being  
79 the State of New Hampshire.

80  
81 P. Carideo questioned how the board could consider new applications when the  
82 outstanding amended site plan is not yet recorded.

83  
84 D. Soucy was asked to follow up on all of the outstanding currently approved plans.  
85  
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88 **5. Review Minutes (8/3/2020 Meeting)**  
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90 **MOTION: R. Clark made a motion to accept the 8/3/2020 meeting minutes as**  
91 **amended.**

92 **SECOND: C. Ashford**

93 **VOTE: 7-0**  
94

95 **6. Correspondence – none**  
96

97 **7. Adjourn**  
98

99 **MOTION: P. Carideo made a motion to adjourn at 7:50 P.M.**

100 **SECOND: C. Ashford**

101 **VOTE: 7-0**  
102

103 Minutes prepared by Debbie Soucy, Secretary  
104