

EXETER PLANNING BOARD

MINUTES

AUGUST 11, 2011

Vice Chairman Ken Knowles called the meeting to order at 7:02 PM in the Nowak Room on the above date.

PRESENT: Vice Chairman Ken Knowles, Selectmen's Representative Frank Ferraro, Members: Carol Sideris, Gwen English, and Ian Raum, Alternate Members: Pete Cameron, Town Planner Sylvia von Aulock and Deputy Code Enforcement Officer Barbara McEvoy. It was noted that all board members in attendance would be voting.

NEW BUSINESS: PUBLIC HEARINGS

CAPITAL IMPROVEMENTS PROGRAM - 2012

Public hearing on the 2012 Capital Improvements Program (CIP) projects as presented by the Town Departments. Full text copies of the proposed document(s) are available at the Planning Department Office and on file in the Town Clerk's office.

Ms. von Aulock provided a brief overview of the Capital Improvements Program (CIP). She noted that there would be a slight variation in the process this year as there was not an active CIP subcommittee reviewing, critiquing and rating the projects as in past years. She indicated that the projects were reviewed and critiqued by Town Manager Russ Dean and herself, and were rated (by priority) by the respective departments.

The following Town employees presented PowerPoint presentations for their 2012 projects, as outlined below, for the Board's consideration:

CONSERVATION COMMISSION - Natural Resource Planner Kristen Murphy

- F1 Raynes Farm Improvements

FIRE DEPARTMENT – Fire Chief Brian Comeau

Assistant Fire Chief Eric Wilking was also present for this portion of the presentation.

- B1 Ambulance Replacement
- B2 Ladder 1 Truck replacement
- B3 Fire Inspector's/Prevention Vehicle replacement
- B4 Staff Car – Fire Chief replacement
- B1 Sub-station Permitting & Design

DEPARTMENT OF PUBLIC WORKS – MAINTENANCE – DPW Director Jennifer Perry

Maintenance Superintendent Kevin Smart was also present for this portion of the presentation.

- A3 Town Office HVAC System
- A4 Town Hall Office Expansion
- A5 Public Safety Complex Heating System replacement (2013)
- A6 Public Works Complex Emergency Power
- A8 Historical Society Building Roof replacement
- A9 Municipal Storage Facility (2013)

DEPARTMENT OF PUBLIC WORKS – ENGINEERING & HIGHWAY – DPW Director Jennifer Perry

Town Engineer Paul Vlasich and Highway Superintendent Jay Perkins were also present for this portion of the presentation.

- D1 Supplemental Pavement Management Funds
- D2 Portsmouth Avenue Reconstruction (High St. to Provident Bank) - 2013
- D5 Storm Water Improvements – Phase II
- D8 Great Dam Improvements

- D9 String Bridge

DEPARTMENT OF PUBLIC WORKS – WATER & SEWER DIVISION – DPW Director Jennifer Perry

Water & Sewer Managing Engineer Michael Jeffers was also present for this portion of the presentation.

- G1 Water Line Rehabilitation
- G2 Groundwater Treatment Facility
- G3 Water Treatment Plant Upgrade
- G4 Water Meter Replacement
- G5 Water Treatment Plant Waste Stream Reduction
- G6 Water Treatment Plant Heating
- G7 Water Treatment Plant Roof Replacement
- G8 Lincoln Street – Phase I – Utilities
- G9 Hampton Road Tank
- H1 Jady Hill Utility Replacement (Phase II)
- H2 Waste Water Treatment Plant Facilities Upgrade
- H3 Main Sewer Pump Station (Force Main Repairs)
- H4 Waste Water Treatment Plant Aerator replacement/Alkalinity System
- H5 Small Wastewater Station Generators
- H6 Waste Water Treatment Plant Heating System replacement
- H7 Infiltration/Inflow Abatement
- H8 Sewer Line Rehabilitation

As the hour was getting late, and knowing the Board still had other business to address, Ms. Perry opted to not provide a presentation of the DPW department vehicle replacements and noted that the detailed information was provided in the document for review.

TOWN MANAGER – Russ Dean

- A1 Streetscape Improvement Program (Proposal for parking meters in Town-owned parking areas – Lincoln Street (Train Station), Center Street, and boat launch parking area (back side of Water Street))
- A2 Development of Epping Road Tax Increment Funding (TIF) Program

Ms. von Aulock indicated that concluded the presentation on the CIP, and at the September 8th meeting the Board would be formally acting to adopt the document, as presented and/or amended, and forward it to the Board of Selectmen. The Board of Selectmen will subsequently determine the final listing of projects to be presented to the voters at the Town Meeting in March 2012.

A motion was made and seconded to table further discussion of the CIP projects until the Board's September 8th meeting. VOTE: Unanimous.

OTHER BUSINESS

CONTOOCCOOK RIVER LOFTS, LLC – PB CASE #2711 (former Tuck Realty Corp.)

The Board had been provided with correspondence and plans from Brad Jones, VP of Jones & Beach Engineers, Inc., dated 7/28/11, requesting consideration of phasing for the development of the "Linden Commons" subdivision.

Mr. Dave Lauze, Project Manager from Chinburg Builders was present to address the Board on behalf of Contoocook River Lofts, LLC. He indicated that as the subdivision approached completion the need to phase the project had become apparent. He explained that the first home (currently under construction) has been sold and the closing is pending upon the completion of site improvements. He recalled for the Board the conditions of the approval relative to the completion of all site improvements prior to any Certificates of Occupancy (CO) being issued and that approval from the Planning Board would be required if phasing of the project was requested by the developer. Mr. Lauze stated that the site would be constructed in accordance with the approved plan with Phase I being from the intersection with Linden

Street to Winslow Drive (as depicted on the phasing plan): Phase II would encompass road construction from Station 15+50 on Winslow Drive and include both the Winslow Drive and Squire Way cul-de-sacs and the remainder of the site improvements within this area. He indicated that it was their intention to have the site improvements associated with Phase I (road construction and binder pavement, utilities, drainage, signs, ponds, guardrails, street lights, curbing and sidewalks) completed on or before August 26, 2011 and that Phase II improvements were scheduled for completion on or before October 15th. He noted that Lot #9 (located at the end of the Squire Way cul-de-sac) had also been sold and they were scheduled to close on October 15, 2011.

Acting Chairman Knowles expressed some concern relative to fire and/or emergency apparatus not being able to turn around without some type of temporary hammerhead or cul-de-sac in place. Mr. Lauze stated that subsequent to this request being submitted, the paving (binder coat) of the entire roadway had been completed. He anticipated that all of the curbing would also be completed within the next two weeks.

Ms. English moved to grant the request for phasing of the project (as referenced in Condition #7 of the original approval); seconded by Mr. Cameron. VOTE: Unanimous. PHASING PLAN APPROVED.

STERLING HILL DEVELOPMENT LLC (Phase II) – PB CASE #2423

The Board reviewed correspondence from Attorney Malcolm McNeill, dated 8/4/11, on behalf of his client Mr. Eric Katz (developer of Village at Sterling Hill – Retirement Community). Ms. von Aulock indicated that she had spoken with Attorney McNeill and had indicated that it was not necessary for him to attend this evening. She explained that the request was basically to extend the time frame in which all site improvements are to be completed. She noted that Condition #9 of the original approval stated that all site improvements were to be completed within five (5) years of the date from final approval. Attorney McNeill's letter indicated that the final plans were signed by the Planning Board Chairman on 10/2/06, therefore, requiring all site improvements to be completed by 10/2/11. Ms. von Aulock indicated that the request was for a two-year extension, therefore, requiring all site improvements to be completed within seven years from the date of final approval, that being 10/2/13.

Mr. Ferraro moved to grant the modification to allow a two-year extension for the completion of site improvements for the Sterling Hill development, as presented; seconded by Ms. Sideris. VOTE: Unanimous. MODIFICATION FOR EXTENSION GRANTED.

APPROVAL OF MINUTES: May 12 and June 30, 2011.

A motion was made and seconded to approve the minutes of May 12, 2011, as written. VOTE: Unanimous. Mr. Cameron abstained.

It was determined that there was not an appropriate quorum of members present to act on the minutes of June 30, 2011. It was represented that they will be placed on the Board's next agenda for action.

TOWN PLANNER ITEMS – None

REPORTS ON "OTHER COMMITTEE" ACTIVITY - None

CHAIRMAN'S ITEMS – None

Ms. Leona Nelson, a resident of Exeter River Co-Operative MHP requested to address the Board regarding the "Linden Commons" development discussed earlier this evening. She expressed concern regarding a number of issues, as outlined below, which have arisen during the on-going construction of the subdivision:

- Malfunction of ERCMHP's well subsequent to blasting and construction commencing which has resulted in 'emergency' water being provided by the municipality.
- Construction on site beginning too early (6:30 AM)

- Use of the emergency access for construction entrance on numerous occasions and also access being blocked by vehicles, equipment, etc.
- Not in compliance with their agreement to design (and construct) the entrance road in a manner that would direct the drainage run-off away from the ERCMHP well system.
- Flow of the wetlands on site has slowed down and complaints from other residents about the “rotting” stink from the water no longer moving.
- Tree preservation was not adhered to as presented.
- Paving from Winslow Drive to Exeter River Cooperative MHP (emergency access) has a hump causing run-off from Winslow Drive to flow onto the ERCMHP property and into the only drain in that area. It was clearly to be diverted away from the ERCMHP property.

Board discussion ensued. Ms. von Aulock commented that to the best of her knowledge, none of the issues presented by Ms. Nelson have been brought to the attention of the Town via the site inspector. She indicated that she would contact the inspector, Jeff Hyland, and review the concerns with him and request that he follow up with an inspection specific to these concerns and report back as soon as possible. She requested that Ms. Nelson provide the Planning Office with a written list of her concerns for the record.

There being no further business before the Board, ***a motion was made and seconded to adjourn.***
VOTE: Unanimous. The meeting was adjourned at 10:00 P.M.

The next meeting of the Exeter Planning Board will be held Thursday, August 25th, 2011 at 7:00PM in the Novak Room at the Exeter Town Offices.

Respectfully submitted,

Barbara S. McEvoy
Deputy Code Enforcement Officer
Planning & Building Department

:bsm