



TOWN OF
BROOKLINE, NEW HAMPSHIRE

Planning Department

P.O. Box 360 – 1 Main Street
Brookline, NH 03033

**Planning Board Minutes
November 17, 2022**

Present: Eric Bernstein, Co-chair
Scott Grenier, Member
Steve Russo, Selectboard Representative
Eric Pauer, Alternate (virtually)
Chris Duncan, Member
CIC: Tracey Perry
Jay Kramarczyk

Absent: Alan Rosenberg, Co-chair
Staff: Michele Decoteau, Town Planner

General Business

E. Bernstein called the meeting to order at 7:03 PM and read the rules for hybrid meeting. E. Bernstein asked E. Pauer to vote for A. Rosenberg. E. Pauer agreed.

Public Hearing

E. Bernstein read the public notice.

S. Russo MOVED to open the Public Hearing to review Section 1407 for the Growth Management Ordinance. E. Pauer SECONDED.

Discussion: None

Roll Call Vote:

S. Russo – aye

C. Duncan – aye

S. Grenier – aye

E. Pauer – aye

E. Bernstein – aye. Motion carries (5 – ayes, 0 – nays, 0 – abstain).

E. Bernstein read Section 1407.00 Sunset Clause. M. Decoteau shared the data that the SAU provided regarding the renovations that were completed before this school year started and the plans for next year. The SAU also provided population projections. The SAU referred to a school building fund documents and that list was also provided.

E. Bernstein read Section 1401.00 and reviewed the purpose of the GMO. He summarized the letter from the SAU stating that some of the renovations had been completed adding classroom space but more renovations were planned for 2023. S. Grenier noted that the SAU has a plan but hasn't implemented everything yet. E. Pauer said the SAU was already using portable classrooms.

There were no public comments. The Board discussed possible findings.

S. Grenier MOVED to make a finding that the purpose of Section 1401.00 is still valid for another year. S. Russo SECONDED.

Discussion: None

Roll Call Vote:

S. Russo – aye

C. Duncan – aye

S. Grenier – aye

E. Pauer – aye

E. Bernstein – aye. Motion carries (5 – ayes, 0 – nays, 0 – abstain).

The Board used the most current data to determine the number of building permits for 2023.

- Brookline's Population: 5639 (13% increase between 2010 and 2020)
- Average Household Size is 3.10
- NPRC regional growth rate has not updated since 2020 and remains 5.7%.

The number of permits equaled 10.3.

C. Duncan MOVED to determine the number of permits available in 2023 according to Section 1405.00 will be 11 permits. S. Grenier SECONDED.

Discussion: None

Roll Call Vote:

S. Russo – aye

C. Duncan – aye

S. Grenier – aye

E. Pauer – aye

E. Bernstein – aye. Motion carries (5 – ayes, 0 – nays, 0 – abstain).

S. Russo MOVED to close the public hearing. C. Duncan SECONDED.

Discussion: None

Roll Call Vote:

S. Russo – aye

C. Duncan – aye

S. Grenier – aye

E. Pauer – aye

E. Bernstein – aye. Motion carries (5 – ayes, 0 – nays, 0 – abstain).

Mail

The Board reviewed the mail. No comment.

Minutes 2022.11.03

The Board one correction to the word agreed.

S. Grenier MOVED approve the minutes of November 03, 2022, as amended. S. Russo SECONDED.

Discussion: None

Roll Call Vote:

S. Russo – aye

C. Duncan – abstain

S. Grenier – aye

E. Pauer – aye

E. Bernstein – aye. Motion carries (4 – ayes, 0 – nays, 1 – abstain).

102
103 **Capital Improvement Plan**

104 T. Perry and J. Kramarczyk joined the Board. J. Kramarczyk reviewed the plan and how it was
105 constructed. E. Pauer asked about the projects for the HBHS that had CIP ratings of “research” and why
106 is that? J. Kramarczyk said projects that are labeled “research” are ones without enough of back up
107 information.

108
109 E. Pauer asked about the bridge at Bond Street. Why isn’t it a lower rating or more urgent? J.
110 Kramarczyk said it isn’t urgent because we have a bridge and it isn’t falling down yet.

111
112 T. Perry said that the plan is to make this a living document with an update in the spring.

113
114 **S. Russo MOVED to accept the Capital Improvement Plan 2023-2028. C. Duncan**
115 **SECONDED.**

116 Discussion: None

117 Roll Call Vote:

118 S. Russo – aye

119 C. Duncan – aye

120 S. Grenier – aye

121 E. Pauer – aye

122 E. Bernstein – aye. Motion carries (5 – ayes, 0 – nays, 0 – abstain).

123
124 E. Pauer noted a math error on page 35 and asked that it be fixed, and a corrected CIP be returned to
125 the Planning Board.

126
127 **Case Review:**

128 SP#2022-B:H-42 – Jay Chrystal, Housing for Older Persons Development, 23 Main Street
129 J. Chrystal and R. Haight (Meridian Land Services) appeared for the applicant. R. Haight said that they
130 finalized the sight distance easement with the Selectboard since it went over H-043. They gave the
131 easement draft to the Selectboard (Nov 1, 2022) and will add the recorded number to the final draft of
132 the plan. They said they will also provide final copies of the trail easement with the Nissitissit River Land
133 Trust and the Fire Easement.

134
135 The upcoming water quality and quantity test was discussed. R. Haight said they discussed the
136 reclamation bond and thought \$10,000 would be adequate. The Town Engineer will need to review and
137 confirm an amount for the bond.

138
139 C. Duncan asked about the letter from the Fire Department. Normally, the Fire Chief inspects the fire
140 suppression system before a CO is issued. This would be no different.

141
142 **Abutters:**

143 T. Quarles (32 Main Street) said he had a number of concerns about the project.

- 144 1. He said he was concerned about the bus stop and didn’t understand why the Planning Board didn’t
145 exclude the hours of the morning and afternoon bus stops from the time. This is a public safety
146 hazard. Should have a carve out for the bus stop times.
- 147 2. He said he didn’t understand why an excavation permit wasn’t required since 102,000 cubic yards
148 of material could not be deemed incidental.
- 149 3. Adopt officially all the comments from Mr. Bechis, Mr. Tochko, Ms. Sommers, and the Nashua
150 River Watershed Association.

4. Applicant was asked to do a traffic study and responded with a traffic count. He noted that the Town Engineer said the traffic study didn't include the excavation traffic.
5. Long term maintenance plan regarding the stormwater infrastructure needs to be reviewed by the town.
6. This is inconsistent with the Master Plan.
7. The condo documents do not restrict an owner from renting their unit to anyone of any age.
8. The Housing for Older Person's Ordinance requires that the Planning Board ensure that there is adequate open space. At least 20% must be set aside for low intensity recreation. This was ignored.
9. Architectural renderings of the pump house are missing.
10. Missing the interconnection with the trails. It looks like there is a tiny trail toward the river.
11. Missing the letter of compliance with the NH Human Rights Commission.
12. The entrance is not in compliance with the Driveway Ordinance since it is less than 100 feet from an intersection.
13. The Site Plan did not include adequate provisions for traffic safety and circulation.
14. The Site Plan did not include information about environmental factors such as pollution, noise, etc.
15. The Site Plan did not include the timber cut permit for the Board of Assessors
16. The Site Plan did not include a letter describing the location of the stumpage area.
17. There is no financial guarantee.

For these reasons, the Planning Board should deny the application.

J. Chrystal said they would put a sign on the property that there was bus stop nearby to remind drivers.

The Board discussed the location of the driveway entrance. The state DOT has jurisdiction on the location of curb cuts on a state road. DOT has approved this location and the applicant has a permit.

E. Bernstein reviewed the potential conditions for the excavation and the Board made some final edits. The Board discussed some potential findings.

C. Duncan MOVED to find that the application meets the intent and purpose of the Housing For Older Persons Section 2200 of the Brookline Zoning Ordinance. S. Grenier SECONDED.

Discussion: None

Roll Call Vote:

S. Russo – aye

C. Duncan – aye

S. Grenier – aye

E. Pauer – aye

E. Bernstein – aye. Motion carries (5 – ayes, 0 – nays, 0 – abstain).

S. Grenier MOVED to find that the application SP#2022-B:H-42 meets the Brookline Site Plan regulations. C. Duncan SECONDED.

Discussion: None

Roll Call Vote:

S. Russo – aye

C. Duncan – aye

S. Grenier – aye

E. Pauer – aye

E. Bernstein – aye. Motion carries (5 – ayes, 0 – nays, 0 – abstain).

C. Duncan MOVED to approve the application SP#2022-B:H-42 with the aforementioned preconstruction/excavation conditions and the conditions of approval. S. Grenier SECONDED.

Discussion: None

Roll Call Vote:

S. Russo – aye

C. Duncan – aye

S. Grenier – aye

E. Pauer – aye

E. Bernstein – aye. Motion carries (5 – ayes, 0 – nays, 0 – abstain).

Road Review:

SD#2018.1:C-4 – Countryside Drive – This will be next month

SD#2016-3:j-16 – Eastman Drive and Marjorie Drive

D. LaBombard said that he reviewed the paving and it was acceptable. He provided the Town with a letter to that effect.

M. Wenrich, BPW Director, sent a letter to the Board asking for review of not only the road, but asking the Board to ensure that the entire subdivision, including driveways and drainage, had been build according to plan. Once the road is accepted, the Town owns the infrastructure.

M. Decoteau shared her review of the subdivision. She asked about bounds. D. LaBombard said that all the bounds but one had been found and that one was reset.

M. Decoteau noted that there was supposed to be a temporary 55-foot turnaround created between phases. Marjorie Drive ended just after a driveway. J. Farwell said that the turnaround was the road and that had been approved by the fire chief.

M. Decoteau noted that Treatment swale 402 showed signs of erosion around the headwall. The plans noted that the headwalls should be precast and this was stone. J. Farwell said he would take a look and adjust the slope or headwall. Once the vegetation is grown in all the way, it will be more stable.

M. Decoteau noted that this is a drainage easement area. One landowner has put a temporary garage in the easement area – and that the structure was in place for at least two years. The landowner asked about adding more vehicles. This is further complicated by the shape of the road. The frontage is circular, to accommodate the original plan for a cul-de-sac. This was changed to a hammerhead shape but the frontage remained the same. This means that the first portion of two driveways will be on town owned land. The landowner with the garage, accesses that area, through a neighbor's driveway. It should be clarified if parking is an allowed use in the drainage easement area.

At the beginning of Eastman Road is a retaining wall made of stone. M. Decoteau asked if there was engineering of the wall? J. Farwell said yes, and he would provide that documentation. In addition there looked to be a vegetative buffer that was missing plants, but this wasn't shown on the plan. J. Farwell confirmed that this buffer was added but some of the plants died. They will be replaced.

The Board decided to review this at the next meeting to make sure that everything was completed. D. LaBombard was asked for a new letter.

Staff Report

250 M. Decoteau asked for any feedback on the InvestNH grant to be sent directly to her.

251

252 **Adjourn**

253 **C. Duncan MOVED to adjourn the meeting at 9:36PM. S. Russo SECONDED.**

254 Discussion: None

255 Roll Call Vote:

256 S. Russo – aye

257 C. Duncan – aye

258 S. Grenier – aye

259 E. Pauer – aye

260 E. Bernstein – aye. Motion carries (5 – ayes, 0 – nays, 0 – abstain).

261

262 Respectfully submitted by Michele Decoteau. Approved on: 2022.XX.XX