



TOWN OF  
BROOKLINE, NEW HAMPSHIRE  
PLANNING BOARD

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PLANNING BOARD MEETING  
Minutes  
November 15, 2012

**Present:** Alan Rosenberg, Co-Chair (voting)  
Richard Randlett, Member (voting)  
Darrell Philpot, Selectmen's Representative (voting)  
Ron Pelletier, Member (voting)  
Judy Cook, Alternate, (voting for Dana)  
Valérie Maurer, Town Planner

**Absent:** Dana MacAllister, Co-Chair, & Kevin Gorgoglione, Alternate.

**7:00 PM- Meeting start**

**Minutes**

**Ron moved to approve the minutes of October 18, 2012 as written. Richard seconded. Vote yes 3-0.**

**Alan** asked Judy to vote for Dana. **Judy** agreed.

**Bonds- Glendale Homes-Hutchinson Hill Road Phase 2**

**Alan** read the letter from Dennis LaBombard (Town Engineer, LaBombard Engineering) in regard to Hutchinson Hill Road. In his letter Dennis stated that no work had been completed since the last time he went to inspect and has recommended the bond be updated from \$51,000 to \$70,000 due to the increase in costs that it would require to finish the road giving the amount of work that needs to be done.

**Richard made a motion to recommend to the Board of Selectmen to increase the bond to \$70,000 for Hutchinson Hill Road Phase 2 due to the increased cost in materials. Ron seconded.**

**Darrell** said when they went thought the whole process of making sure the bonds would be renewed we may not have covered a situation such as this. **Darrell** said when we discussed the new Bond ordinance he doesn't remember anything that covered this situation, this can not be increased. **Alan** said if we change the bond amount it will create a new bond. **Dennis** said this construction Bond is proposed as an off site improvement cost. My purpose was to let the Town know if they wish for this bond to cover the cost of finishing the road it is no longer adequate. **Dennis** said this bond was proposed for the off site improvement amount for that subdivision. Glendale Homes has worked on some of the road not all of it and he thinks work will continue next year. He spoke to Gerry Tanguay (owner of Glendale Homes Inc.) and he stated he would rather not raise this bond. The bond amount was set at the cost of the off site improvements total for all lots. **Dennis**

said he wanted to point out to the town that this bond is not adequate to finish the road if the need arises. **Judy** said seeing as this is hooked to the off site improvements the amount can't change but the length of the road that is to be finished could be changed. **Darrell** said he thinks these bonds are fixed bonds he doesn't remember seeing in the ordinance the costs will vary. **Alan** asked if the off site improvement covered paving Hutchinson Hill Road past the development. **Dennis** said he would think Glendale Homes would pave it through Ames Road will loop around back to Hutchinson Hill Road. It would be to his benefit to pave the road past the development. **Judy** said it's a fixed amount that he owes not a fixed length of road. **Dennis** said it has been six years in another six years the prices could double and be an increased cost to the Town. He has built about 20 houses and no off site improvements have been collected so far.

**Richard made a motion to recommend to the Selectmen to renew the bond for the \$51,000. Judy seconded. Vote yes 5-0.**

### Ames Road Bond

**Alan** read the bond recommendation from Dennis LaBombard he suggested no change to the bond amount of \$24,450 for the Ames Road Bond set last year. **Alan** said the Bond for Phase 1 has been released.

**Darrell made a motion to recommend to the Board of Selectmen to renew the Construction Bond for Phase 2 of Ames Road in the amount of \$22,450. Richard seconded. Vote yes 5-0.**

### Randy Haight Meridian Land Services- Lot line Adjustment and Subdivision of Lot H-130, Cider Mill Road.

In attendance for this hearing is Randy Haight, Meridian Land Services, Dean Glow, Pico-Line Construction. Inc. (Lot H-130 owner). Janice Watt abutter at H-111, 13 Sargent Road, Paula Philbook abutter at H-130-2, 9 Cider Mill Road.

**Randy** said he had been to the Planning Board last month and discussed this conceptual plan for a lot line adjustment between H-130, H-132, and H-130-15. There are 6 Parcels that will be exchanged Parcel A will provide a turn around at the end of Sargent Road, Parcel B will provide direct access to the existing town land, Parcel C a strip of land to provide a turn around at the end of Cider Mill Road. Parcel D will become part of H-130 to create H-130-16. Also at the end of Cider Mill Road there is drainage and he was able to create an easement for the Town which was the only outstanding issue. **Valérie** said she had received the easement wording this afternoon by email. **Randy** said they have also received State subdivision approval. **Valérie** said she didn't hear anything from Emergency Management. The Building Inspector didn't have any issues. The Fire Department said although they had discussed the possibility of a cistern there is sufficient fire protection for the homes and proposed new building lot located at the end of Cider Mill Road. The Road Agent recommended offsite improvements for lot H-130. **Valérie** said there will be an Impact fee of \$1,600 for Lot H-130-16 only. **Darrell made a motion to accept application 2012-4:H-130,H-130-15,H-132. Ron seconded. Vote yes 5-0.**

**Valérie** said the other question raised at the last meeting was: if the Conservation Commission agrees and accepts Parcel B, will they create a parking area? The response from the Conservation Commission was that at this time Parcel B will only provide access to lot H-132. **Darrell** asked where the new building lot would be accessed from. **Randy** said the new lot will take its access from Sargent Road. **Richard** asked if a note could be added to the plan about the footage restriction for fire protection on lot H-132-16 and how many feet away a house can be built away from the pond. **Randy** said he would add that information to the plan. **Paula Philbrook** said when she purchased her home she was under the impression that lot H-130 at the end of Cider Mill was not a buildable lot and now it looks like that is being changed. **Randy** said that it has always been a buildable lot it was a back lot and only required 30 feet of frontage; this lot has currently 50 feet of frontage. There were no restrictions on the subdivision not allowing this lot to be a building lot. **Alan** asked if this was originally an open space subdivision. **Randy** said yes H-130-1 is the open space lot that belongs to the town. **Janice Watt** asked if lot H-130 would belong to the Town. **Randy** said the turn around

would be deeded to the Town. **Janice** asked if lot H-130 will be a standard size building lot. **Randy** said yes this will be a 2 acres buildable lot. **Janice** said she would rather see the building lot than Cider Mill Road connecting to Sargent Road and making it a through road. There is less traffic and less crime on a dead end road. **Janice** asked what the hours of operation would be during construction. **Valérie** said they do not have an ordinance for hours of operation and wasn't sure about the State's requirements. **Dean Glow** said they wouldn't start before 7 in the morning. **Janice** asked if all the trees would be removed from the lot before building. **Dean** said he only cuts what is needed to build the house. **Judy** asked what the lot is next to the Cider Mill Pond. **Randy** said that is the town lot and there is also a non disturbance easement. **Valérie** read the proposed conditions of approval.

- Conditions of approval shall be printed on the final plans and Mylars to be recorded.
- Locus Plan shall be corrected to read lot H-130 instead of H-130-1.
- All fees associated with Staff case review and meeting attendance shall be paid prior to recording of the final plan.
- The applicant shall submit 8 paper copies of the final plans and one permanent, reproducible Mylars.
- Except for Parcel "A", a letter from Meridian Land Services stating that all bounds have been set shall be provided to the Board prior to the recording of the final plan. Prior to the issuance of a Certificate of Occupancy at the time a building permit is pulled for Lot H-130, a letter from Meridian Land Services shall be provided stating that all bonds have been set for the lot and Parcel "A".
- A printable 11" x 17" electronic .pdf format of the final plan shall be provided
- Off-Site improvement agreement for lot H-130 in an amount of \$1,500 shall be recorded. The amount is payable to the Town of Brookline at the time a building permit is issued.
- Impact Fees for lot H-130-16 in 3 separate amounts of \$222.14, \$1,304.24 and \$1,943.17 shall be paid prior to the issuance of a Certificate of Occupancy.

**Darrell made a motion to approve application 2012-4:H-130,H-130-15,H-132 with the conditions previously read. Richard seconded. Vote yes 5-0.**

### SAI Communications

**Francis Kelly** a representative from SAI Communications said he was here last month and they had discussed changing antennas on the tower located off of Route 13. He is here tonight to propose switching out three more antennas on the tower located on North Mason Road. This tower like the 98 Route 13 tower will have no impact on a neighborhood and no impact to the land. **Judy** said the only impact will be better reception. **Frank** said there will be an addition the existing concrete pad a new 4feet x 7 feet concrete pad that they will be adding cabinets to for the new antennas. **Valérie** said she asked the Building Inspector if he had any issues with this plan he said no and would no require a building permit for this project. **Alan** asked if the Planning Board would get an updated plan for the files when this was completed. **Francis** said yes. **Francis** said he also look into renewing the bond for Route 13 and they increased that bond amount from \$19,940.32 to the new bond for \$48,540.32. They have taken out a bond on the North Mason Road Tower in the amount of \$26,600. He will email the bonds to Valérie at there completion. **Darrell made a motion that due to the minor modification to the Tower located off North Mason Road the Planning Board finds that no public hearing will be required. Richard Seconded. Vote yes 5-0.**

### Capital Improvement Plan

**Alan** said they have finished the first draft and it went out for review. They will be meeting again the week after Thanksgiving. A final draft will be presented to the Board at the next meeting.

**Economic Development Committee**

**Ron** said they held the Roundtable discussion on October 30 and the turnout was good. More than 20 business owners attended. The Board met again last night (11/14/2012) and reviewed some of the points from the Roundtable meeting. A lot of input and ideas exchanged were discussed. **Ron** said one of the comments was that the sign ordinance needed to be worked on. **Valérie** said this is a very active group and they would like get a few more business owners to participate in the committee. At the Roundtable meeting a couple of business owners were interested in participating. **Valérie** said with case reviews and everything a committee might be a better way to go. The EDC also discussed and agreed that getting input from business, having some of them in a sign ordinance committee would be beneficial. The sign ordinance committee would report back to the Planning Board for final decision. **Judy** said the Planning Board is not overwhelmed with anything right now; just a couple months ago they decided to go from two meetings a month to meeting once a month. She thinks a committee formed of residents from around and about town doesn't have any idea what to do with an ordinance. Creating an ordinance is the business of the Planning Board not the business of the general population. When she was on the Planning Board 14 years ago all the ordinances and case reviews were done by the Planning Board. We should not be pawning off our work to the residents even if we need to go back to two meetings a month to work on the ordinance. **Valérie** said she was reporting what was stated at yesterdays meeting, that if a committee was formed, its members could gather information from business owners and make suggestions to the Planning Board for discussion. **Darrell** said the two comments he heard about the Roundtable discussion was that everyone started the meeting stating I want and I need when the meeting should have been about "we" and not "I". If they have issues they need to fix them on there own. He thought that was very perceptive. The second comment he has is if the Economic Development Committee wants to draft an ordinance it is well within their right to do so. **Ron** said he the Economic Development Committee wasn't volunteering to do the ordinance; they were just asked to pass along that suggestion. **Alan** said the sign ordinance was something they had held off on to see what would happen with the Mixed Use Committee and what if anything would come of the Economic Development Committee or other interested parties. **Judy** said anyone can write an ordinance and submit it with 25 signatures. The Economic Development Committee should not be writing the sign ordinance. **Alan** said to get the process started we had some suggested changes in regards to the sign ordinance. **Valérie** said she would gather information for future discussions.

**Judy made a motion to adjourn at 8:25pm. Darrell Seconded. Vote yes 3-1. Richard abstained.**

**Alan Rosenberg, Co-Chair** \_\_\_\_\_

**Richard Randlett, Member** \_\_\_\_\_

**Ron Pelletier, Member** \_\_\_\_\_

**Darrell Philpot, Selectmen's Representative,** \_\_\_\_\_

**Judy Cook, Alternate, voting for Dana,** \_\_\_\_\_

**The next Regular Planning Board meeting will be 12/20/2012.  
Minutes submitted by Kristen Austin.**