

**TOWN OF NEW HAMPTON  
PLANNING BOARD  
MEETING MINUTES  
NEW HAMPTON TOWN OFFICE  
NEW HAMPTON, NH 03256**

April 21, 2015

**MEMBERS PRESENT:**

Regular members Mr. Kettenring, Mr. Love, Mrs. Hiltz, Mr. Mertz, and Mr. Conkling (7:02 pm) were present.

**OTHERS PRESENT:**

Planning Assistant Robert Pollock and Administrative Assistant Mrs. Vose

**CALL TO ORDER:**

Chairman Kettenring called the meeting to order at 7:00 p.m.

Mr. Kettenring advised the board that Mr. Luciano would be resigning.

**MINUTES:**

3/17/15

Mrs. Hiltz made a motion, seconded by Mr. Conkling, to accept the minutes with the following changes as Mr. Mertz was not present at that meeting:

1. Pg. 1 - Change Mr. Mertz to Mr. Fielding, who seconded the minutes of 2/17/15.
2. Pg. 1 - Change Mr. Mertz to Mr. Fielding, who seconded the granting of a continuation to Michael Sharp.

Vote was unanimous.

**CORRESPONDENCE:**

1. Volunteer letter of interest from W. Wesley Hays to serve on the Planning Board. Mr. Mertz advised that this is being brought to the attention of the board to determine if they had any issue with appointing Mr. Hays. There was no concern and the board agreed to have the Selectmen prepare an appointment as an alternate member.
2. NH DES Wetlands Permit application for E. Scott Chekoulias, Tax Map U10, Lot 43.

**TRANSPORTATION PROJECTS  
REPORT**

Planning Assistant Robert Pollock was present.

Mr. Pollock explained that he had met with Mr. Kettenring and Town Administrator Mrs. Lucas to discuss future transportation projects in the town. He advised that LRPC updates their transportation Master Plan and seeks input from regional towns to determine what projects are requested and sets a priority to determine what should be done and in what order. The Town of New Hampton has scored poorly in getting some projects prioritized due to the fact there is no Transportation section in the town's Master Plan. As an update is currently being done, he advised he has drafted some language for the Planning Board to consider adding to the plan. Mr. Pollock provided the suggested language to the board members. He advised this would also be an aid to the town for the Capital Improvement Plan.

He had obtained letters of support from the Planning Board Chairman,

New Hampton Police and Fire Chiefs, the Town of Meredith and Town of Bristol relative to a redesign of the northbound off-ramp of Hwy 93 and its intersection with NH Route 104, considered the top priority.

The handouts included additional transportation projects, their priority, and possible sources of funding for each. Mr. Pollock briefly went through the list. The list included some bridges including a red-listed bridge over Blake Brook. Mr. Pollock was asked to provide Mrs. Lucas an electronic copy of the language in the handout.

Mr. Pollock also advised that the Conservation Commission is considering an update of the open space portion of the Master Plan and possible hiring of a consultant to assist with that.

**(Cont) PUBLIC HEARING/ABUTTERS HEARING**  
*Michael Sharp; NH Route 104 & Riverwood Drive; Tax Map U-17, Lot 55 – Site Plan Review for health focus facility*

Mrs. Vose advised that she had not heard if there was a request from the applicant or engineer to continue this item to the March meeting. She said Mrs. Lucas may have been emailed a request for continuance but was on vacation.

It was the consensus of the board that it was reasonable to grant a continuance. Mr. Mertz made a motion, seconded by Mr. Conkling, to grant a continuance to 5/19/15 at 7:00 pm. Vote passed.

**PRELIMINARY HEARING/ SUBMISSION OF APPLICATION**  
*Vacation Camp Resorts Intl, 35 Jellystone Park, Tax Map R-20, Lot 1; Site Plan review to install a 250 fuel tank*

Campground Manager Elin MacDonald was present.

Ms. MacDonald advised they wanted to install a 250 gallon gas tank in their fenced storage area to refuel the campground's golf carts, lawn mowers, etc. They plan on placing it on cement parking bumpers, on a cement pad, putting steel poles and a fence around the tank area.

Mr. Kettenring asked if there would be any type of containment in case of spill. Ms. MacDonald said the Fire Chief had not requested one. Mr. Kettenring advised he had a NH DES fact sheet with information about Best Management Practices for tanks which recommend containment. He asked how far this tank would be from the Pemigewasset River and Ms. MacDonald said it was quite a distance and uphill from the campground. She submitted photos of the tank and a drawing of its proposed location. Mr. Mertz confirmed with Ms. MacDonald that she spoke with the Fire Chief to ensure any concerns he had would be addressed. Asked how the tank would be filled she said a company comes and makes deliveries.

Mr. Kettenring asked for abutters comments and there were none.

Mr. Kettenring noted that there was no letter submitted by the Fire Chief on this site plan.

Mr. Mertz made a motion, seconded by Mrs. Hiltz, to accept the application as complete. Vote was unanimous.

Upon discussion the board determined the following would be required prior to approving the Site Plan:

1. Letter from Fire Chief approving the tanks location as indicated by the plan submitted and any safety features required.

2. Containment vessel to be placed under the tank and its specifications.

**PRELIMINARY HEARING/  
SUBMISSION OF APPLICATION**

*New Hampton School, Main Street, Tax Map U-3, Lot 12; Site Plan review for addition and renovations to Moore House.*

NHS Facilities Director Kirk Beswick, Director of Finance Jill Duncan, CCS Jeff Downing, and Precinct Water Commissioner Robert Barry were present.

Mr. Love recused himself from this portion of the proceedings as he works for NHS.

Mr. Mertz recused himself from this portion of the proceedings as he is an abutter.

As with these two members recusing themselves would mean there was not a quorum to take any action on this application, the applicant and Mr. Mertz agreed that he could act impartially during any votes and agreed he should serve as a voting member, rescinding his recusal.

Mr. Beswick reviewed drawings showing Moore House, explaining they will demolish an old barn at the rear, replacing it with a substantial addition. This would increase the space for students from 8 to 24. The school needs this additional space as they are removing Dow House. This addition and remodel of what remains will also add an additional faculty 2-bedroom apartment. They hope to begin construction at the end of this school session.

Mr. Beswick reviewed the engineering plans with the board. Mr. Kettenring asked how this would impact parking spaces. Mr. Beswick advised number of spaces would not be affected.

Mr. Beswick advised from Main Street the building will not look much different and the addition will match the current structure. All the building utilities will be moved to a basement area. Mr. Downing advised that utilities will be more energy efficient and a sprinkler system will be installed.

Mr. Beswick said the school has had discussions with the town, including Fire Chief Drake, the Historical Society and the Precinct addressing most of the concerns. Mr. Beswick presented a letter from Chief Drake's representative Ronald DuBlois relative to their requirements and letter from the architect advising of the code compliance.

Mr. Barry submitted a letter to the Planning Board outlining their concerns with the project. Mr. Barry explained their concerns for connecting utilities to the precinct distribution facilities. These included sewer manhole details and sewer construction/connection notes and details on connections to the water main. He said Ashland Electric has reviewed the plans and is concerned with the entrance should be 3-phased, not single phase as shown. Mr. Barry said the Precinct will make a determination on whether this will be required by 4/30. Ms. Duncan advised that their electrical engineers for the project would be working with the Precinct on these issues. Mr. Mertz asked what system was installed in the O'Connor house and Mr. Barry said that was single phase, which they now regret allowing as single phase is used for

single family but that was commercial use with additional load.

Mr. Conkling made a motion, seconded by Mr. Mertz, to accept the site plan application as complete. Vote was unanimous.

Mr. Love rejoined the board.

**INFORMATIONAL/CONCEPTUAL MEETING:**

*William & Helen Starck, 53 Ridge Road, Tax Map R-4, Lot 29; reconsideration of 2-lot subdivision.*

William and Helen Starck were present.

Mr. Starck advised that they thought they had already received subdivision approval to create a 1.7 acre lot and have learned this was never completed and filed with the registry.

The board had the original application from 2003 with survey plans. Mr. Kettenring stated that the board would need to determine whether there were any changes to the regulations that would preclude the lots as proposed. He said he was also aware that the mylar in the original subdivision folder no longer meets the registry requirements. The board looked at the original survey plan. As there was no calculations in the file to show whether there was one acre of usable soil for the new lot, the board advised that this information would be needed. It was the consensus of the board that an updated set of plans, and subdivision application that includes lot size calculations would be needed.

**INFORMATIONAL/CONCEPTUAL MEETING:**

*Forrest Sell (Woodside Builders), Main Street, Tax Map U-16, Lots 8-26; Applewood Estates subdivision.*

Forrest Sell was present.

Mr. Sell advised he wishes to purchase the remaining lots 8-26 in the Applewood Estates subdivision and wanted to know if that subdivision was still in good standing. He is proposing to develop the lots in three phases. He understands that a bond is required to complete the road. He pointed out the locations he want to end each phase at and said at the end of each phase he would create a hammerhead for emergency response, removing it as he developed further into the subdivision. He hopes to complete the subdivision in 3-4 years.

Mr. Mertz asked the distance from NH Route 104 to the furthest hammerhead. Mr. Kettenring advised that current regulations do not allow a dead-end road to exceed 1,500, but pointed out that this is an existing subdivision. It was the consensus of the board that this idea was a good way to develop the remaining lots. It was noted that the cul-de-sac at the end of the subdivision is actually on someone else property now and would have to be revised, which could affect the use of one of the lots at the end. Mr. Sell said he may seek to purchase the property behind the subdivision for the purpose of adding more lots in the future. Mr. Kettenring advised that doing this would require a new subdivision application and then it would have to meet the 1,500 foot limitation on a dead end road, which it could not do unless the road looped around to meet Baldwin Avenue prior to that distance.

Mr. Sell advised he would like to obtain a building permit now for lot # 26 as the pavement reaches that lot.

Mr. Kettenring advised a new plan, but not application, would be necessary to phase the development and show their locations and

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hammerhead that is satisfactory to the Fire Chief. A bond for the road work would also be required.

**OTHER BUSINESS**

Mr. Love asked for a clarification on NHS and whether the Planning board gave approval to move forward with the construction or acceptance of the application and Mr. Kettenring advised it was for acceptance of the application. The board advised additional plans are needed and agreement with the Precinct.

**ADJOURNMENT**

Motion to adjourn was made by Mr. Love, seconded by Mrs. Hiltz. Vote was unanimous. The meeting was adjourned at 8:32 p.m.

Respectfully submitted,

Pamela Vose

DRAFT