

These minutes are subject to possible revisions/corrections during their review at a subsequent Planning Board Meeting

**Town of Chester
Planning Board Meeting
Wednesday, April 6, 2016
Municipal Complex
Approved Minutes**

Members Present

Brian Sullivan, Chairman
Dick Trask, Ex-Officio Member
Elizabeth Richter, Member
Cass Buckley, Member

Members Absent:

Evan Sederquest, Vice Chairman
Michael Weider, Member
Richard Snyder, Alternate Member

Staff Present:

Andrew Hadik, Planning Coordinator

Chairman Brian Sullivan called the meeting to order at 7:05 p.m. Members Ms. Richter, and Mr. Trask were present. Mr. Buckley arrived at 7:40 p.m.

Work Session Agenda

- Review & Sign Invoices
- Review and approve minutes for 3/23/16 & 3/30/16
- Review correspondence:
 - NH Office of Energy & Planning _ Annual Planning & Conference
- Appointments:
 - 7:15 – Eric Mitchell for a conceptual discussion regarding the proposed Crowley Woods open space subdivision (Map 11, Lots 30 & 35.)
 - 7:45 Tony Amato to discuss General Government Building CIP projects.
 - Sylvia von Aulock from SNHPC to introduce the Complete Streets Toolkit Project and Pilot Program Announcement.
- Future Meeting Dates:
 - April 13, 2016 – PH Babin SUB, Frank Juarez re HB, CIP Review
 - April 20, 2016 – CIP Review
 - April 27, 2016 – SPR Busch Academy, PH to Adopt CIP

Review and approve minutes for 3/23/16 and 3/30/16

The following changes were made to the minutes dated 3/23/16: On line 12, the spelling for Ex-Officio was corrected and on line 179 the spelling for Adler was corrected. Mr. Trask made a motion to accept the minutes dated 3/23/16 as amended; Ms. Richter seconded the motion. Motion approved 3-0-1; Mr. Sullivan abstained.

The following changes were made to the minutes dated 3/30/16: On line 15, the spelling for Ex-Officio was corrected. Ms. Richter made a motion to accept the minutes dated 3/30/16 as amended; Mr. Sullivan seconded the motion. Motion approved 3-0-1; Mr. Trask abstained.

Review correspondence

Mr. Hadik provided to the Board information regarding the Spring Planning & Zoning Conference, hosted by the NH office of Energy and Planning on June 4, 2016, with registration opening on April 4, 2016.

Sylvia von Aulock from SNHPC to introduce the Complete Streets Toolkit Project and Pilot Program Announcement.

Deputy Executive Director Sylvia von Aulock, of SNHPC, was present to introduce to the Board the Complete Streets Toolkit Project and Pilot Program. Ms. von Aulock presented a slide show and fact sheet packet outlining the Complete Streets project. She noted that the basis of the title is to make streets in Towns available for all users, including bikers, walkers, etc. This program would basically consist of restriping the roads differently when they needed to be restriped, costing little to no extra money. Ms. von Aulock noted they are looking to support three communities (urban, suburban and rural) to be candidates for the Complete Streets Pilot Program. She said that the Town of Chester would be a good candidate for the pilot program as the rural community. After the presentation, the Board had a number of questions. Discussion was had regarding the feasibility of applying the program Town wide, the advantage of narrower roads calming traffic, as well as, the difference between policies and regulations, and working with the state in this project. The Board noted that there are areas in Town that this program may be implemented, but expressed concern about the lack of connectivity within the Town. Ms. von Aulock included an application form in the fact packet. She noted the submission deadline had been moved to the beginning of June to give Towns adequate time to consider the program.

Mr. Hadik noted NH DOT is agreeing to work with the Town of Chester on the intersection at the center of Town. He said the NH DOT is agreeing to put brighter LED lights in the traffic light, to install a sign from the light on 121 saying "Cross Traffic Does Not Stop", and NH DOT will pay for the first painting of the "Stop Ahead" on Rte. 121 on the road if the Town is willing to maintain the paint. He said NH DOT is not, however, interested at this time in the project to cut back the hill at Stevens Hall to improve the line of sight towards Derry along Rte. 102.

Eric Mitchell for a conceptual discussion regarding the proposed Crowley Woods open space subdivision (Map 11, Lots 30 & 35.)

Eric Mitchell was present with a conceptual plan, similar to the conceptual plan shown last year, to discuss with the Board the proposed Crowley Woods open space subdivision. He noted that they did redesign the plan as a result of the proposed zoning changes that are on the ballot. Mr. Mitchell stated they had a few questions for the Board and also wanted to show the plan to the Board before moving forward.

The plan Mr. Mitchell showed includes 65 single family house lots. Sixty of the lots front the roads and five lots are "flag lots" to fit the one acre requirement, with a 60% Open Space area accessible by the public. With the lots being individual ownership, Mr. Mitchell noted they will have individual wells. The majority of the lots have the building envelope rectangle that is required having 13,000 sq. ft. or a 1/3 of an acre with the building envelope, length/width design ratio of 0.6. There are a few lots that the rectangle could not fit into, that they would expect to do a certified full septic design. He also noted that the requirement of closed drainage is also being met.

Mr. Mitchell's initial question was regarding subdivision regulations that specify with a closed drainage system, granite curbing is required. He noted that he had talked with the Road Agent and he is "ok" with a Cape Cod Berm system. They are proposing to have Cape Cod Berm curbing. Mr. Mitchell pointed out that if they cannot get a waiver to use the Cape Cod Berm instead of the granite curbing, the project will be financially compromised, being a much bigger expense of infrastructure. The Board and Mr. Mitchell had further discussion on the advantages and disadvantages of a Cape Cod Berm, as well as, its design and drainage capabilities. The Board and Mr. Mitchell continued to discuss other aspects of the subdivision, including the sprinkler systems included in each house, as well as, the flag lots' long driveways and the five culverts needed throughout the subdivision. Mr. Mitchell stated he does need an opinion on the waiver for the granite curbing versus the Cape Cod Berm curbing. He noted that it may be impractical to do the project if granite curbing is required. Further discussion was had regarding the plowing of granite versus Cape Cod with Dan Post, property owner, weighing in with his opinion that neither type is "fun to hit with a plow" but that long term repair costs need to be considered and weighed. The Board stated they need to get input from Jeff Adler and the rest of the Board, as well as, have more detailed information regarding the origin of the granite curb requirement. The Board agreed to put Mr. Mitchell on the agenda for the April 20th meeting.

Tony Amato to discuss General Government Buildings CIP projects.

Tony Amato was present to discuss his list of General Government Buildings CIP projects in regards to the CIP. The Board discussed the items on Mr. Amato's list. After much discussion with Mr. Amato and the Board, all of the items on the list were agreed to belong on the CIP project's list with the exception of the painting of Stevens Hall at a cost of \$92,000.00. Mr. Sullivan questioned whether the building

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needed repainting or needed to be stripped and the siding replaced. He noted Mr. Hadik will get back to Mr. Amato in regards to the painting of Stevens Hall. Mr. Amato noted that if the painting is not included as a CIP project, then something will need to be done about his budget.

Other

Mr. Hadik updated the Board on the progress of the CIP. He noted he had a good conversation with Jack today. Jack will be sending him a rough draft shortly. Mr. Hadik said he is still waiting on a few descriptive paragraphs from various departments. He is in contact with the Department Heads that are working on the descriptive paragraphs themselves. For the Police and Fire Departments, he found old hand written prioritization evaluations that will be used. He and the Road Agent are waiting on the engineering study to tell them what will need to be done for the roads, then the roads can be prioritized accordingly.

Adjournment

Ms. Richter made a motion to adjourn the meeting; Mr. Sullivan seconded the motion. Motion approved, 4-0-0. The meeting was adjourned at 8:55 p.m.

Respectfully submitted,

C. Molly Qualters
Recording Secretary