

# Town of Boscawen

Planning Board  
Boscawen Municipal Complex

Meeting Minutes – Final  
Tuesday, September 6, 2016 at 6:30 PM

Members Present: Bruce Crawford – Chair, Roberta Witham – Vice-Chair, Douglas Hartford, Jeff Reardon, James Scrivens, Rhoda Hardy.

Members Absent: Matt Lampron

Member Ex-Officio Present: Bernard O. Davis, Jr.

Alternate Member Ex-Officio Absent: Roger W. Sanborn

Others present: Alan Hardy – Planning and Community Development Director, Kellee Jo Easler, Planning and Community Development Assistant, Katie Phelps, Recording Secretary.

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Chairman Crawford called the meeting to order at 6:30pm and named Rhoda Hardy as voting member. James Scrivens arrived shortly after and Bruce revoked Rhoda as voting member.

## **Review and Acceptance of the Prior Meeting's Minutes:**

**Motion made by Bernard Davis, Jr. and seconded by Douglas Hartford to approve the minutes from the August meeting as written. All in favor.**

## **New Business:**

- **Merrimack County Complex:**

Bob Maccini, Construction Project Manager, came forward to present changes and additions to the Merrimack County Jail. Changes will include renovation at the McKenna facility and the addition of a wood chip facility for energy savings. The new and old jail will be joined with a service corridor with a wood chip facility in the middle. The wood chip facility will provide heat for the new and old facility and also allow for food to be transported from one area to the other. A wood chip truck will deliver 1-2 days a week depending on usage.

Kara Wyman, Asst. Superintendent, stepped forward to explain changes to the McKenna facility. It will change from a house of corrections to a rehabilitation center. This will be a therapeutic program that focuses on changing behaviors for the inmate population. It will create inmate participants that will leave with a job, supervision, skills, and non-drug dependent. The facility will house 70 people who are considered minimum security inmates.

Kyle Barker, Architect, and Erin Lambert, Civil Engineer, stepped forward to explain the new layout of the facility. Erin explained existing conditions outside of the building as well as new road ways around the facility – including a roundabout in the rear of the building for pick-ups for work release programs. There will be section designated for men and another for women.

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Bob Maccini closed by saying that these projects are already funded and the money is in the bank. They will proceed with these projects within the next few weeks.

- **Public Hearing – 100 Foot Wetland Setback:**

A letter drafted by Michael Seraikas, Certified Wetland Scientist, was reviewed. Mr. Seraikas researched wetland buffers in adjacent towns to compare setback requirements with those currently in place at the Town of Boscawen. Currently, the Town of Boscawen requires a 100 foot wetland setback in the Subdivision Regulations. Neighboring towns range from no buffer to 75 feet. Alan suggested that anything that is meant to affect us all should be in the Zoning Ordinance which is effective town wide. Simply put, you could have two abutting properties – one built 1912 and the other built after the regulation was put into effect. The regulation would only apply to the property built after the regulation date. Discussion ensued regarding what a reasonable buffer might be.

Chairman Crawford opened the public hearing and closed with no public comment.

**Motion by Douglas Hartford to create a 25 foot wetland buffer, replacing the existing 100 foot buffer. Further, to create a wetland buffer ordinance to be placed before the voters at Town Meeting. Seconded by Jeff Reardon. All in favor.**

- **Knowlton Subdivision Application:**

Joseph Wichert, Surveyor, presented a proposed three lot subdivision application for The Viola P. Knowlton Revocable Trust of 1992 c/o Kenneth E. Knowlton and Edward Knowlton, Trustee, located at tax map 45, lot 29 on Corn Hill and Knowlton Roads. The 56.65 acre parcel will be subdivided into a 4.31 acre lot for the existing home, a new 3.67 acre building lot, and 48.67 acres will remain. The plan is to sell the existing home and new building lot. A wetlands scientist as done the delineation for the land. State Subdivision approval has been granted. The property complies with either the 100ft or 25ft wetland buffer.

Chairman Crawford opened a Public Hearing and asked the residents or abutters if they had any comment. Jim Salyards of 4 Knowlton Road requested to see a map. He stated he has no objections after seeing the plan. Robert Howe of 124 Corn Hill Road asked what the proposed lot at map 45, lot 29-1 would be used for. Chairman Crawford said it appeared to be a single family home. Mr. Howe stated he has no objection.

Hearing closed by Chairman Crawford with no further comment from the audience.

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Alan brought up impact fees to the board. The board has to impose a motion to approve subject to impact fees TBD. Calculation is based upon what is to be built on the lot.

**Motion to approve the three lot subdivision subject to impact fees (to be determined) made by Douglas Hartford, seconded by Vice-chair Roberta Witham. All in favor.**

- **Accessible Housing:**

Alan brought up a question about accessible housing. A resident saw the Ron Dupont project being built and asked if there were any accessible units. The resident stated that they were required. Vice-Chair Roberta Witham stated that you are not required to have accessible housing unless you are receiving money from the Federal Government to build. No further action was proposed or taken.

**Old Business:**

- **Temporary Events – Procedures:**

When the temporary events definition was created it had a threshold (Approx. 250 or more attendees in a 24hr period). It said that approval was necessary after going over that threshold. Alan asked what happens when the temporary event isn't anticipated to exceed the threshold. Is any action necessary? There could potentially be a small event next year that would have 100 people per day. There will need to be sufficient sanitation services based on the number of attendees and sufficient parking for them. Bernie brought up a birthday party as an example. There are big differences between a family get together and a for-profit event. Alan stated he doesn't want to regulate family parties. Jeff suggested better defining "events". Alan states a temporary event can be defined as "an event or activity lasting for 7 days or less which is held for monetary gain by any person, business, club, association or religious organization and can be reasonably expected to have more than 250 or more attendees in a 24hr period..." Bernie suggested taking the number of people out of the temporary events definition. Alan suggested setting this up for town meeting and revisiting this topic at a later date.

- **ADU Update:**

James Scrivens stated he spoke with a mortgage broker to ask what happens when someone puts an ADU onto their house. He stated nothing happens – until they apply for another loan. Once they do that, they will be eliminated from a majority of loan packages and left with higher rates and a higher loan-to-value ratio because they will be excluded from most conventional financing

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options. There are a few loan options, but the rates are very high. There would also be insurance penalties. If you already hold a mortgage you aren't required to inform the mortgage broker, however, if they find out an ADU exists there will be ramifications.

In terms of septic designs, a house is typically built with a septic design for the number of bedrooms. If an ADU is added, DES will have to become involved to see if the current septic design supports the addition of the ADU. Bruce states he is proposing limiting the number of bedrooms of an ADU to two. James Scrivens read the Town of Hillsboro ADU ordinance. Town's will have to revise their current ADU ordinance to the new law. Discussion ensued.

**Motion to hold a hearing on ADUs and temporary events at the next meeting made by Bernie Davis, seconded by Douglas Hartford. All in favor.**

The next meeting of the Planning Board will be held on Tuesday, October 4, 2016 at 6:30 pm.

**Motion to adjourn was made by Douglas Hartford, seconded by Vice-Chair Roberta Witham. All in favor. Meeting was adjourned at 8:20 pm.**

*Minutes respectfully submitted by Katie Phelps*