

**Town of Boscawen**  
**Planning Board**  
Boscawen Municipal Complex  
Meeting Minutes  
Tuesday, October 3, 2017 at 7:00pm

1 Members Present: Bruce Crawford - Chair, Roberta Witham – Vice Chair, Matt Lampron, James  
2 Scrivens, Barbara Randall.

3 Member Recused: Bruce Crawford (recused himself from this application as an abutter)

4 Alternate Members Present: Rhoda Hardy, Jeff Reardon

5 Member Ex-Officio Present: Bernie Davis, Member, Board of Selectmen

6 Others Present: Alan Hardy, Planning & Community Development Director, Linda Chandonnet,  
7 Planning & Community Development Clerk, Kellee Jo Easler, Planning & Community  
8 Development Assistant & Recording Secretary

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9 Chair Crawford called the meeting to order at 6:35 pm.

10

11 Chair Crawford then asked if there were any corrections to the draft minutes back from July 11<sup>th</sup>.  
12 Mrs. Randall then stated there were a few corrections. First page, last paragraph about acreage on  
13 line 9 reads 1.986 should be 9.96 acres. Same paragraph line 3 has “they owners” should be “the  
14 owners”. On page 3 paragraph 30 Sue Norcutt line 4 “wild life” should be one word. Same page  
15 and paragraph should be job not jobs. On page 5 on line 6 should be “as needed” not is needed.

16

17 **MOTION: Mr. Scrivens made a motion to accept the minutes as amended. Mr. Davis**  
18 **seconded. All in favor, none opposed.**

19

20 Chair Crawford wanted to mention a few things; recruitment of volunteers and alternates for the  
21 Boscawen Planning Board. We could use volunteers for all boards.

22

23 He also mentioned the 2017 NHMA Law Lecture Series is being held October 14<sup>th</sup>. There is still  
24 time to sign up and is only one full Saturday instead of in the past it was three Wednesday evenings.

25

26 The NH Municipal Association’s 76<sup>th</sup> Annual Conference and Exhibition is scheduled for  
27 November 15<sup>th</sup> and 16<sup>th</sup> in Manchester. Attendees will have several different seminars and speakers  
28 to choose from and over 100 consultants and attorneys as well as other useful information. See  
29 Assistant Easler or Director Hardy to sign up. Meals are included and the Town pays for the  
30 registration fees.

31

32 Chair Crawford is waiting to hear back from Concord on the Whitney Road redevelopment and  
33 rezoning proposal. Chair Crawford is curious to know if the Concord Planning Board will consider  
34 that the project has regional impact.

35

36 Brett Todd will be at the Penacook Community Center on Thursday, October 5th with a  
37 presentation on the Penacook housing project.

38

39 Wednesday is the NH DOT Governor’s Advisory Commission on Intermodal Transportation Ten  
40 Year Highway Plan that Mr. Hardy will be attending on the King Street Corridor Project proposed  
41 for 2027. This project is proposed to cost 5.2 million dollars at this time. There is a plan in the  
42 Planning and Community Development office if anyone is interested in looking at the proposal.

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43  
44 Chair Crawford then turned over the meeting to Vice-Chair Roberta Witham at 7:45pm.

45  
46 Vice-Chair Witham stated that tonight our alternates will be voting, to see that we have a full  
47 board. Our Alternates that will be voting tonight are Rhoda Hardy and Jeff Reardon.

48  
49 Vice-Chair Witham asked the Planning Board if there were any questions or if they were ready to  
50 begin deliberations. We are here for a meeting on deliberations of the Dollar General Site Plan  
51 Review. The public hearing was closed on September 12<sup>th</sup>, therefore there will be no testimony  
52 or submissions from the audience this evening.

53  
54 Vice-Chair Witham asked if the Planning Board had reviewed the minutes from September 12,  
55 2017 and if there will be a motion to accept the minutes.

56  
57 **MOTION: Mrs. Hardy made the motion to accept the minutes as written. Barbara Randall**  
58 **seconded. All in favor, none opposed.**

59  
60 Vice-Chair Witham mentioned we received a letter from Henry Amsden after the hearing was  
61 closed on September 25<sup>th</sup>. We cannot use it at this time as the public hearing was closed.

62  
63 **MOTION: Mrs. Hardy made a motion that the letter cannot be used as the public hearing**  
64 **was closed. Mr. Davis seconded. All in favor, none opposed.**

65  
66 Vice-Chair Witham stated we can start deliberations with any questions.

67  
68 Mr. Reardon asked Director Hardy if he could have clarification on a subject from the last meeting  
69 regarding the fire code. It was stated by Attorney LeFevre, according to code, 30 ft. must be left  
70 between any new building structures. If that is the case, should we ask Dollar General not to build  
71 any closer than 15 ft. to the property line? Mr. Reardon doesn't know the fire code; would Director  
72 Hardy explain. Director Hardy stated there was no specific reference made in the NH Fire Code,  
73 (NFPA 1, 2009 Edition) to a 30 ft. separation between any two buildings. In this case, the closest  
74 two buildings could be together is 20 ft.; 10 ft. on either side of the property lines. Further, the  
75 Boscawen Zoning Ordinance states that only 15 ft. is allowed between buildings, per Article VI,  
76 Supplementary Regulations, and Subsection 6.02 b.

77  
78 **Condition #1**

79  
80 Mr. Scrivens had a question regarding the size of the trucks that can enter the property. The plan  
81 was approved for WB67. Director Hardy explained that you can impose conditions and the board  
82 can make these conditions. Mr. Davis stated he would like to make a motion that we have a  
83 condition that they only use WB50 trucks. He explained that the conditions precedent would need

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84 to be done for final approval and conditions subsequent are the things that must be done for the  
85 construction process.

86 **MOTION: Mr. Davis made a motion that deliveries associated with post construction store**  
87 **operations shall be by a vehicle with WB50 classification or smaller. Mr. Lampron seconded.**  
88 **All in favor, none opposed.**

89

90 Condition #2

91

92 Director Hardy said he went through some of the issues and conditions of the previous minutes  
93 and he had four or five. He would like to look at these one by one and we know there are comments  
94 on them. Director Hardy would like to make the condition that Boscawen DG LLC shall pay the  
95 Town of Boscawen impact fees as approved by Boscawen DG LLC. Dollar General shall pay the  
96 Town of Boscawen impact fees as approved by Boscawen DG LLC. Assistant Easler mentioned  
97 this is also in the application. It was asked if it was a condition and reaffirmed that it was not but  
98 it was in the application and they had signed this and would pay them.

99

100 **MOTION: Mr. Scrivens made a motion that Dollar General shall pay to the town of**  
101 **Boscawen impact fees as approved by Boscawen DG LLC. Mrs. Randall seconded. All in**  
102 **favor, none opposed.**

103

104 Condition #3

105

106 Director Hardy stated that you had a discussion about the fencing around the property that was to  
107 be installed. One of the options was white vinyl, two were pressure treated; one was stained and  
108 the other painted. There was testimony that two of the treated wood options might have an impact  
109 on the organic nature of the abutter's garden, so the third option was white vinyl. Mrs. Randall  
110 suggested that we put in a condition that it must be maintained. Director Hardy suggested that it  
111 shall be maintained in good order. Director Hardy replied yes, to the design and Assistant Easler  
112 added it should be on the site plan. The question was asked should it be a condition and Director  
113 Hardy answered normally you wouldn't put in the conditions that the fence will be made of this  
114 material, this high, this long, etc. What you would say is the applicant is responsible for paying for  
115 the fence, putting and erecting the fence and keeping it in good order. The specifications are for  
116 anything that is normally in the plans, so if it is an important detail it should be in the plan. Mrs.  
117 Hardy asked Director Hardy, wouldn't it be up to Dollar General to maintain it and keep it in good  
118 order? Director Hardy replied this is material, this is a condition that it shall be maintained in good  
119 order. Mrs. Hardy stated that if it's determined that a fence is needed, there are no guarantees in  
120 life. Director Hardy then reassured her by saying it shall be maintained in good order shows your  
121 intent. Mrs. Hardy agreed that at least it shows we expect it to be maintained in good order.  
122 Director Hardy agreed. Mr. Scrivens asked Director Hardy that after the winter season, it has been  
123 plowed into and is in poor condition, what are the enforcement option? What do we do about  
124 getting it repaired? Director Hardy stated there are two basic tools. One would be code enforcement  
125 and the other is revocation of site plan approval. Director Hardy wanted to remind the Planning

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126 Board that there is a retaining wall beneath most of the fence. Because of the retaining wall,  
127 Director Hardy thinks that the fence is less likely to be damaged during the winter season.

128 **MOTION: Mrs. Hardy made a motion that the fence between properties located on site plan**  
129 **shall be white vinyl material and shall be maintained in good order. Mr. Davis seconded. All**  
130 **in favor, none opposed.**

131

132 Condition 4

133

134 Director Hardy stated another one of the issues discussed was that Dollar General will be  
135 responsible for construction oversight management through Underwood Engineers.

136

137 **MOTION: Mr. Lampron made a motion that Dollar General shall pay for construction**  
138 **services conducted by Underwood Engineers as described in the Engineering Services**  
139 **Request (ESR # 48), dated May 4, 2017. Mr. Scrivens second. All in favor, none opposed.**

140

141 Condition 5

142

143 Mr. Hardy stated another one of the items they discussed was that deliveries shall not block parking  
144 spaces and parking spaces shall not be used for storage, display, signage, or maneuvering for areas  
145 for loading docks or bays. Mr. Lampron had asked if this should be put into two different  
146 conditions. Assistant Easler stated that this wording comes from the Zoning Ordinance. The  
147 Planning Board and Director Hardy discussed different options for parking. Mr. Lampron had  
148 another concern to do with products outside but he was reassured by the Board that, from the start,  
149 there have been no outside sales permitted.

150

151 **MOTION: Mr. Scrivens made a motion that deliveries shall not block parking spaces and**  
152 **parking spaces shall not be used for storage, display, signage, or for maneuvering areas for**  
153 **loading docks or bays. Mr. Davis seconded. All in favor, none opposed.**

154

155 Condition 6

156

157 Director Hardy stated that the next issue is the sale of outside merchandise to be prohibited. Mr.  
158 Reardon asked if this would do it and Mr. Davis replied outside displays and sales are prohibited.  
159 Mr. Scrivens mentioned that some stores look like they have an explosion outside of their stores  
160 but others have propane or firewood and other things, but are displayed and kept very neat. Mrs.  
161 Hardy said we don't know what previous planning boards allowed. Director Hardy added if it's  
162 not on the site plan approval, it would be very hard to use it on another existing business. If a new  
163 business came in or if there was a modification of the site plan that would be the time that the  
164 Planning Board could impose conditions. Director Hardy asked what about signs in the store  
165 windows? A comment was made, that as long as the signs are inside the store, they are ok.

166

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167 **MOTION: Mr. Reardon made a motion that outside display sales and signage shall be**  
168 **prohibited. Mr. Davis seconded. All in favor, none opposed.**  
169

170 Mr. Lampron asked for a clarification about the survey in the testimony, that there may be a  
171 dispute. We have a stamped survey from Dollar General that the abutter's surveyor didn't do a full  
172 boundary survey.  
173

174 The information that was presented by Dollar General it is a stamped survey of the lot. The survey  
175 for the Harold Holmes lot (Newcomb), 1982 survey, presented only one side of the Dollar General  
176 survey. There is no apples to apples survey, a full survey and a challenge to one line of the survey.  
177 The town does not have jurisdiction over boundary disputes. These debates are resolved through  
178 the court systems and Director Hardy has found no reference that the town has jurisdiction over  
179 the boundary disputes. Mr. Lampron asked Director Hardy if Dollar General had provided a  
180 complete boundary survey and Director Hardy said yes. At the end of the day, the property owners  
181 would file for Quiet Title if there is a dispute. We have a stamped plot plan submitted by Dollar  
182 General. Mr. Lampron then reviewed the Site Plan submitted by Dollar General.  
183

184 Mr. Scrivens asked, in construction of the building, it was determined that the retaining wall was  
185 on the abutter's property, would that be adverse encroachment and would it be rectifiable? Would  
186 the new construction be required to be moved or altered, or is it up to the judge? Director Hardy  
187 answered him at that stage you see several different options. An Equitable Waiver of Dimension  
188 to deal with a situation where there are errors such as part of a garage built on abutting property,  
189 those errors have happened before and they are resolved between parties in the court system. The  
190 extreme case would be if they did not agree they could go to court to resolve it. Mrs. Hardy and  
191 Mr. Lampron discussed a specific example of encroachment. Director Hardy stated he hasn't found  
192 an indication of a town taking jurisdiction or any authority to do that. He noted we only have such  
193 authority as granted to us by the legislature, typical practice has been to handle these disputes in a  
194 court by parties not with the Planning Board.  
195

196 Mr. Lampron asked Director Hardy for more clarification about the zoning issues as previously  
197 discussed. Director Hardy asked, "How is this fitting into the Planning Board review?" Many  
198 years ago you would first apply to the Planning Board and get the site plan approval, then proceed  
199 to the ZBA to get your zoning approval. Our current practice is we do a staff review and Director  
200 Hardy files a determination letter, as the code enforcement officer. ZBA at that point, accepted the  
201 application and undertakes a review as a board. Some of the variances were approved, some were  
202 denied, some were rendered moot by changes offered by the applicant. From the date of the filing  
203 of the Notice of Decision, the appeal period runs for 30 days, under the procedures in RSA 674:33.  
204 Then, when the statutory appeal period expires, the appeal becomes final.  
205

206 Director Hardy asked if Mr. Lampron had anything specifically that he wanted to ask. Mr.  
207 Lampron said it was brought up in public hearings and he wanted to clarify that these specific  
208 points were made prior to coming to us, but if that is already in notices and notice decisions that

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209 we don't have jurisdiction or anything further to discuss. Mr. Lampron wanted to clarify that the  
210 specific points were made previously with the ZBA prior to coming to us. Director Hardy stated  
211 that they are there, in the record, with the ZBA. It's an appealable process, but it's not appealable  
212 after the appeal period expires.

213

214 Condition 7

215

216 Mr. Lampron's next question was in regards to landscaping and maintenance and his concern that  
217 the pavement is kept in good condition. There should be a condition about mowing the grass and  
218 weeding on a regular basis. Director Hardy he said he thinks the landscaping is in the plan but not  
219 the maintenance. Mr. Lampron spoke about the maintenance of the driveway and parking lot and  
220 making sure they keep the pavement in good order and lines repainted when they need to be and  
221 he asked what level enforcement there would be. Director Hardy asked what standard he wants to  
222 impose. In his opinion you don't want to do this if appears you are impacting just one business,  
223 but if it is for all future businesses going forward. Mr. Lampron said he would want to do this for  
224 all future businesses. Director Hardy said that keeping in good order sounds like a reasonable  
225 standard.

226

227 **MOTION: Mr. Lampron made a motion Dollar General shall maintain buildings and**  
228 **grounds consistently in good order. Mrs. Randall seconded. All in favor, none opposed.**

229

230 Condition 8

231

232 Vice-Chair Witham asked if there were any more questions or conditions. Director Hardy stated  
233 he would like to ask that at the completion of construction, the applicant shall provide the Town  
234 of Boscawen with as-built plans. Vice-Chair Witham moved the question.

235

236 **MOTION: Mrs. Hardy made the motion Dollar General shall, upon completion of the**  
237 **construction, provide the Town of Boscawen as-built plans of the project. Mr. Scrivens**  
238 **seconded. All in favor, none opposed.**

239

240 Condition 9

241

242 Director Hardy discussed the issues of snow storage and hours of operation being on the site plan.  
243 These were items that came up from the public testimony and notes which had been submitted in  
244 the hearing. Mr. Scrivens said the hours of delivery were on the application but not the hours of  
245 operation and we would want to add the hours of operation as a condition. Mr. Davis agreed.

246

247 **MOTION: Mr. Davis made a motion that Dollar General's hours of operation of 8:00am to**  
248 **10:00pm Monday through Sunday be listed on the plan. Mr. Scrivens seconded. All in favor,**  
249 **none opposed.**

250

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251 Condition 10

252  
253 Director Hardy discussed that one of the notes he had is no outside loud speakers are allowed;  
254 volume of announcements and music shall not be heard outside of the store. He's not aware of any  
255 time during the discussions in the hearings, anything about outside speakers. Mrs. Hardy asked  
256 when did this come up? A comment was made that it was presented in some of the written material.  
257 Mrs. Hardy said it has been an issue with other places and thinks it would be a good idea to have  
258 it as a condition.

259  
260 **MOTION: Mrs. Hardy made a motion that no outside speakers are allowed. Mrs. Randall**  
261 **seconded. All in favor, none opposed.**

262  
263 Condition 11

264  
265 Discussion ensued on addressing operating controls, dumpster pickup and delivery. Mr. Reardon  
266 asked if dumpster delivery would fall under that same guidelines. Mr. Lampron said the plan note  
267 reads "Deliveries & Pickups shall occur outside of peak operating hours or otherwise occur such  
268 that truck maneuvers can operate entirely within subject site. Deliveries shall be conducted  
269 between 7:00 am and 10:00 pm." Mr. Reardon asked if the dumpsters fall under that category.  
270 Mrs. Hardy stated she supposed they aren't delivering dump they are taking it away. Can we say  
271 delivery and/or pick up of trash? Mr. Davis replied they pick it up, dump it and put the dumpster  
272 back, they don't keep bringing different ones. Mrs. Hardy agreed and said she realizes that, and  
273 that's why we can't say delivery. Mr. Davis replied you can't zero it out. Mr. Lampron concluded  
274 by saying we are reading a note that is already on the plan, so you'll need to make a motion to  
275 modify that note or have a separate motion. Director Hardy said you're going to have more pick-  
276 ups than just the trash and you have it referred to under deliveries, usually they go in and pick up  
277 whatever they are returning to their shop. Mrs. Hardy said she thinks the delivery should cover it  
278 but she still would like to add the word pick-ups so someone doesn't pick this apart later on.

279  
280 **MOTION: Mrs. Hardy made a motion to amend the existing plan note about deliveries and**  
281 **to add pick-ups. Mr. Scrivens confirmed by reading the motion to amend the exiting note on**  
282 **the plans regarding deliveries to include pick-ups. "Deliveries & pick-ups shall occur outside**  
283 **of peak operating hours or otherwise occur such that truck maneuvers can operate entirely**  
284 **within subject site. Deliveries shall be conducted between 7:00 am and 10:00 pm." Mr. Davis**  
285 **seconded. All in favor, none opposed.**

286  
287 Mr. Scrivens said during the public hearing there were some concerns regarding the driveway flare  
288 and NH DOT standards don't allow it to go past the horizontal or vertical projected line. Looking  
289 at the plans it appears that the flare in front goes out in front of the property line but it would be  
290 out in the right-of-way and he questioned if that would be an issue. It was discussed that it would  
291 be up to the NH DOT to determine; we have limited jurisdiction. It would be up to the two land  
292 owners to resolve. Director Hardy read the document, it says all work to be completed in

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293 accordance with this permit and accepted by the state prior to use. Discussion ensued regarding  
294 right-of-ways. Director Hardy stated that it has been our experience that the right-of-way width is,  
295 “consistently inconsistent.” So it means they have to inspect it, notify District 5 office 48 hours  
296 prior to construction and the State right-of-way Bureau. Mrs. Randall and Mr. Scrivens discussed  
297 that it is up to District V, not the Planning Board.

298  
299 Mr. Reardon brought up the subject of outside lighting and potential infringement on the abutters.  
300 Director Hardy replied there is a plan for the outside lighting and it is required to comply with the  
301 Town of Boscawen Zoning Ordinance Article XXIV – Outdoor Lighting Ordinance. Mr. Reardon  
302 is concerned with lights shining in the windows of the abutters in the middle of the night.  
303 Discussion ensued regarding the dark sky standard. The lighting plan as shown on site plan page  
304 11 displays the lighting grid and how the light is distributed over the site. To address his concerns,  
305 Director Hardy noted, that a 0.0 foot-candle reading at the property line indicates that there is no  
306 lighting present. Director Hardy continued by making a reference that Cumberland Farms current  
307 lighting meets the Dark Sky Ordinance in the Town of Boscawen Zoning Ordinance. The lighting  
308 plan submitted for Dollar General also meets the requirements of the Town of Boscawen Zoning  
309 Ordinance and it is stated on the Site Plan.

310  
311 Director Hardy asked what the plan was on the time frame for the evening’s meeting. Vice-Chair  
312 Witham stated 9pm seemed like a fair time to stop, but we can stop at 10pm. She asked the board  
313 if they wanted to stop at 9 or 10pm. It was agreed by all to stop at 9:00pm.

314  
315 Vice-Chair Witham said that we will stop at 9:00pm. We will continue to a date certain of  
316 November 7<sup>th</sup> 2017 at 6:30pm.

317  
318 **MOTION: Mr. Scrivens made the motion to continue to November 7<sup>th</sup> 2017 at 6:30pm. Mr.**  
319 **Davis seconded. All in favor, none opposed.**

320  
321 **The meeting adjourned at 9pm.**

322  
323 *Minutes respectfully submitted by Linda Chandonnet.*