

**Town of Boscawen
PLANNING BOARD
Boscawen Municipal Complex
FINAL MEETING MINUTES
Tuesday, March 1, 2022**

Present: Mark Varney-Chair; Loren Martin-Vice Chair; Barbara Randall; Gary Tillman; Roberta Witham; Paul Dickey-Ex Officio

Excused: Lorrie Carey-Ex Officio; Rhoda Hardy-Alternate

Staff Present: Kellee Jo Easler-Planning & Community Development Director; Kearsten O'Brien-Deputy Planning & Community Development Director; Kara Gallagher-Planning & Community Development Clerk

Guests: Denise Scardina-Applicant

Chair Varney opened the public meeting at 6:30 p.m. Planning and Community Development Clerk Kara Gallagher completed roll call.

Chair Varney appointed Paul Dickey as Ex Officio.

Minutes:

Mr. Tillman said he had two changes;
Line 17, 6:00 p.m. should be changed to 6:30 p.m.
Line 73, omit "be" at the end of the line.

Mr. Tillman motioned to accept the draft minutes as amended. Seconded by Mrs. Randall. All in favor. None opposed.

Old Business:

PCD Director Easler spoke about the Draft Land Development Regulations. A new Current Use map for subdivisions has been added. It will go to a Public Hearing next month, and PCD Director Easler wanted to make sure the Board was still in agreement. Chair Varney asked if the Board had any questions. There were no questions.

Chair Varney wanted to remind the Board that there would be a table representing the Planning Board at Town Meeting. He stated that Deputy PCD Director O'Brien will be there with notes and that he will also be there as Ex Officio Selectman for Lorrie Carey because she is running for the Select Board. Deputy PCD Director O'Brien stated that she will have volunteer applications available as well to hopefully draw the attention of new members. Chair Varney expressed if

44 anyone is available to help set up or spend time there to let him know. Mr. Tillman said he could
45 be there around 3:30. Chair Varney asked if Mr. Tillman could do 3:30-7:00. Mr. Tillman said
46 he could do that. Vice Chair Martin said she could be there at some point during the day, but
47 that she has a meeting in the morning. She will coordinate a time to be there. PCD Director
48 Easler asked if school will be going on that day. Mrs. Randall said it will be a remote day but all
49 staff will have to be in the building.

50
51 Chair Varney spoke about Kenney's Garage. He said today was the deadline for them to meet all
52 requirements. He said we did receive a letter from the state from Sarah Johnson, New
53 Hampshire Department of Environmental Services. She stated that Mr. Kenney is registered but
54 the information on the forms was incorrect and he will have to resubmit the forms, but he still
55 doesn't meet the requirements. Chair Varney said that PCD Director Easler has sent a certified
56 letter and a regular letter stating that the owner has until March 15th to have everything submitted
57 and showing that he is in compliance. That will be prepped for the April meeting. If he is not in
58 compliance or if the State says he is still not in compliance, the Board will have to make a
59 decision. Chair Varney said if he is not in compliance by that time the Board's decision should
60 be to turn it back over to the Select Board. Chair Varney said there was a question about the
61 hazardous material. He said in this case the Fire Chief should do an inspection, however, there is
62 a conflict of interest. Kenney's Garage and the Chief Kenney are part of the same family. Chair
63 Varney would like Director Easler to go to the Select Board to request Chuck Bodien do that
64 inspection. Mr. Bodien is the Building Inspector and Life Safety Officer, and he also has a fire
65 regulation background. Vice Chair Martin asked if Mr. Kenney is registered with the State as a
66 body shop. PCD Director Easler said no. According to the State he is not registered as an auto
67 body shop that generates hazardous waste. He will need to complete the form again, correct the
68 information and submit the SQG forms and fees. Director Easler said it is not up to the Board to
69 manage that part of it. The State expects the business owner to come into compliance
70 themselves.

71
72 PCD Director Easler spoke about Central New Hampshire Regional Planning Commission. She
73 said she sent something out to the Board about the annual transportation data collection. She
74 would like input from the Board where they would like to see tracker cables. Vice Chair Martin
75 asked if CNHRPC is looking to the Board to provide suggestions. PCD Director Easler said yes.
76 Chair Varney said the Select Board offers suggestions as well. Director Easler said they would
77 need to know by the end of March. Chair Varney said last year there were only two in place.
78 Mr. Dickey asked if the data provided the locations from last year. Chair Varney said yes; one
79 was at US 3 north of US 4 and US 4 west of US 3. The Board discussed places they would like
80 to see trackers and where they have been in previous years.

81
82 Chair Varney asked if there were any others topics under Old Business. No one had anything
83 further.

84
85 Chair Varney asked PCD Clerk Gallagher to read the second Public Notice.
86

PCD Clerk Gallagher read the following: Notice is hereby given in accordance with **NH RSA 676:4, I, D (1)** and the **Town of Boscawen Land Development Regulations** that the **Planning Board** will meet on **Tuesday, March 1, 2022** after **6:30 PM**, at 116 North Main Street, Boscawen NH during a regular meeting of the Board to hear an Application submitted by **Boscawen DW Highway Realty LLC, 228 Laconia Road Belmont, NH 03220** with a location of **Map 49 Lot 6 Sublot 2** for a **Conditional Use Permit and Amendment to the Excavation Site Plan**. Upon a finding by the Board that the application meets the submission requirements, the Board will vote to accept the application as complete and a public hearing on the merits of the proposal may follow. Should a decision not be reached at the public hearing, this application will stay on the Planning Board agenda until such time as it is either approved or disapproved.

Chair Varney asked PCD Director Easler if the application was completed. PCD Director Easler stated that it had not been completed. It is missing the Conservation Commission report. Tim Bernier will be meeting with the Conservation Commission on March 15, 2022. Director Easler suggested the application be continued to the date of April 5, 2022.

Chair Varney motioned to continue the application to April 5, 2022. Seconded by Mr. Tillman. All in favor. None opposed.

Chair Varney asked PCD Clerk Gallagher to read the first Public Notice.

PCD Clerk Gallagher read the following: Notice is hereby given in accordance with **NH RSA 676:4, I, D1** and the **Town of Boscawen Land Development Regulations** that the **Planning Board** will meet on **Tuesday, March 1, 2022** after **6:30 PM** at the Boscawen Municipal Complex, 116 North Main Street, Boscawen. During a *regular meeting* of the Board they will hear an Application for a **Conditional Use Permit for a Two Family Residence**, submitted and owned by **Denise Scardina, 17 Forest Lane, Boscawen NH 03303** with a location of **Map 79 Lot 14**, located in an **R1 zone**. Upon a finding by the Board that the application meets the submission requirements of the Zoning Ordinance and the Land Development Regulations, the Board will vote to accept the application as complete and a Public Hearing on the merits of the proposal may follow. Should a decision not be reached at the public hearing, this application will stay on the Planning Board agenda until such time as it is either approved or disapproved.

Chair Varney asked if the application had been completed. Director Easler said it had.

Mrs. Randall motioned to accept the application as complete. Seconded by Mr. Tillman. All in favor. None opposed.

Chair Varney asked if there would be any regional impact.

Mrs. Randall motioned that there will be no regional impact. Seconded by Vice Chair Martin. All in favor. None opposed.

PCD Director Easler introduced Denise Scardina. Mrs. Scardina explained what she would like to do to her home and why. She would like to convert her basement to two bedrooms, a kitchen, living room and a bathroom. Chair Varney asked if the map is of the basement. Mrs. Scardina said yes. Director Easler stated that Chuck Bodien had already visited the home. Mrs. Scardina will be putting in egress windows and two exits. Mrs. Scardina also had obtained a Building Permit. Mrs. Randall asked if this house will be going from a 3 bedroom house to a 5 bedroom house. Mrs. Scardina said yes. Mrs. Randall asked if that will change the requirements of the septic system. Director Easler said yes. Mrs. Scardina is working on getting a proposal, she thinks it will take about a month to have someone come out to take a look at the existing septic system, and then she is hopeful to get a plan for a future septic system. She said she currently has a 1250 gallon septic tank. PCD Director Easler asked Mrs. Scardina if they had discussed impact fees. Mrs. Scardina said yes they had. PCD Director Easler would like the Board to say impact fees will apply. Chair Varney agreed.

Chair Varney opened the public hearing at 6:56 p.m.

No comment from abutters or public. Chair Varney closed the public hearing at 6:57 p.m.

Mr. Dickey motioned to approve the application with the following conditions: Impact fees will apply; a septic system design must be obtained. Seconded by Mr. Tillman. All in favor. None opposed.

PCD Director Easler discussed a Senate Bill regarding trainings and procedures for Zoning and Planning Boards.

PCD Director Easler asked the Board if they had received her email from Allison Reeves, Underwood Engineers about Reclamation Bonds. They replied yes. She mentioned an email from Dean Hollins. He is in agreement with the Reclamation Bond. The town would not want to use Public Works equipment to do a Reclamation, a contractor would need to be hired. Vice Chair Martin thinks the estimates that were received were reasonable. She asked if this would apply to areas other than just developments, i.e. gravel pits. Director Easler said yes.

Chair Varney asked if there were any trainings scheduled. Deputy PCD Director O'Brien said yes and she needed a head count. The trainings are 91:A on April 28; A Hard Road to Travel on May 5; Planning and Zoning April 30 and May 7, these will be virtual. Deputy PCD Director O'Brien will send out the link.

PCD Director Easler mentioned to have the meeting on April 5 and have the Board come in at 6 p.m. instead of 6:30 p.m. to go over the Master Plan.

Mrs. Randall mentioned the property at 145 King Street across from the Smoke Shack. She said everything should be behind the fence but there are objects going around the sides. She'd like to keep this in mind because the town is trying to clean up that area. Chair Varney asked if the Site Plan could be pulled up for review. He would like Director Easler to send the property owner a

174 letter with the Site Plan. Deputy PCD Director O'Brien read the Notice of Decision from January
175 20, 2011. Another storage unit property on Daniel Webster Highway is concerning. There is a
176 large drop off. Deputy PCD Director O'Brien mentioned she had called about it and the owner
177 responded quickly and no work will be done without informing the PCD Department.
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179 **Mr. Tillman motioned to adjourn. Seconded by Mr. Dickey. All in favor. None opposed.**
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181 The next meeting will be held April 5@ 6:00 P.M.
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