

**PLANNING BOARD PUBLIC MEETING  
TOWN OF LITCHFIELD**

**Held on May 1, 2018**

minutes approved on 5/15/2018

The Litchfield Planning Board held a meeting in the Town Hall conference room, 2 Liberty Way, Litchfield, NH 03052 on Tuesday, May 1, 2018 at 7:00 p.m.

**MEMBERS PRESENT:** Mike Croteau - Chairman, Kimberly Queenan - Vice-Chairman  
Joe Blanchette - Clerk, Dennis Page, Tyler Perrin, Tony Turecki - Alternate, Steven  
Webber - Selectmen's Rep.

**MEMBERS ABSENT:** Kate Stevens - Alternate

**ALSO PRESENT:** Joan McKibben (P.B. Admin. Assistant), Jen Czysz (Assistant  
Director Nashua Regional Planning Commission - NRPC)

**CALL TO ORDER**

Mr. Croteau called the meeting to order at 7:00 p.m. and led the Board in the Pledge of Allegiance. Roll call of members.

The Chairman appointed alternate Tony Turecki as a voting member for this meeting.

**AGENDA ITEMS:**

**Public Input:** No Public input on non-agenda items.

**Mel's Funway Park, LLC a non-residential site plan. Owner of the properties  
KBT Realty Trust, Located at 450, 454 Charles Bancroft Hwy., Tax Map 20 Lots  
15, & 17.**

**The purpose of the site plan is to remove the existing driving range and layout a  
proposed bumper boat pool on lot 15 and a kiddie attractions on lot 17.**

Present for the application are Attorney Andy Prolman, Owners Wayne Caufield and Michael Accomando.

On May 1 Mr. Prolman requested a 30 day planning board continuance on behalf of the owners. He requested continuance to the June 5 meeting and waived the statutory

deadlines of RSA 676:4, I(c) in accordance with RSA 674:4, I(f).

Mr. Prolman further stated the paintball and anything on the east side of Rte. 3A has been withdrawn from the application.

The applicant had some comments from Kevin Lynch (code enforcement) and Lou Caron (town consulting engineer) regarding parking and pedestrian movement. They agreed with comments but their engineer will need some time to incorporate those items into the plan.

The chairman reads Lou Caron's comments for the board as they were received today. Jen's staff report and Lou's comments are added to the planning board site for May 1. There are no board members questions at this time.

Joe B. makes a **MOTION** to continue the above application to June 5, 2018 at 7:00 p.m. Seconded by Steven W. Motion carries 7-0-0.

Tuesday, May 15 7:00 p.m. Next Planning Board meeting, Workshop

Thursday, May 17 6:00 p.m. at NRPC in Merrimack, Attorney Steve Buckley will hold a 2 hour session on the basics of being a Planning Board member.

June 5 7:00 p.m. Planning Bd. Meeting.

June 11 6:30 p.m. at NRPC there will be a round table discussion for area planning boards.

June 15 Planning Board meeting will be continued discussion of community design chapter of the master plan.

Special Announcement Jen Czysz, Assistant Director, at NRPC who has been our planner for many years announced to the Board that she will be leaving NRPC May 18. After much thought she is taking a director position at Strafford Regional Planning Commission in Rochester, NH

Cassie Mullen will work on the community design chapter.

Jay Minkarah will be at the planning board meeting on June 5.

Chairman Croteau stated for the Board Jen will be sorely missed but wishes her all the best in her new position.

#### Other Business

Kim had researched and came up with the CTAP report from 2009 Community Planning Roadmap. Kim reviewed some of the items on the chart: Completed, In Progress and Future items. Some of these items can be incorporated into the

Community Design chapter of the Master Plan.

Committee Reports

Kim reported that the Litchfield Historic Society went over to the Town of Merrimack Historic group. They had a tour of the area that Merrimack plans to turn into a park along the Merrimack River. The area will be directly across from our town center that the Community Design Committee in Litchfield has envisioned as a Litchfield park along the river.

The Conservation Commission meetings are now the fourth Wednesday of the month. Next meeting will be May 23.

It was also reported that a local company has recently installed the canoe/kayak boat access to the Merrimack River on land that was purchased by the Conservation Commission in 2014. It is still under construction but hopefully will be open by the end of May.

Approval of Minutes

There were some additions to the April 17 minutes.

Joe B. made a **MOTION** to approve the April 17 minutes as amended. Kim Q. seconds the motion. Motion carries 7-0-0.

A **MOTION** to adjourn was made by Joe B. seconded by Dennis P. Motion carries 7-0-0. Meeting adjourned at 7:30 p.m.

Respectfully Submitted  
J. McKibben