

**PLANNING BOARD PUBLIC MEETING
TOWN OF LITCHFIELD**

Held on January 21, 2020

minutes approved on

The Litchfield Planning Board held a meeting in the Town Hall conference room, 2 Liberty Way, Litchfield, NH 03052 on Tuesday, January 21, 2020 at 7:00 p.m.

MEMBERS PRESENT: Mike Croteau - Chairman, Kimberly Queenan - Vice-Chairman, Kevin Lynch – Selectmen’s Rep., James Boffetti, Ronn Stephens - Alternate

MEMBERS ABSENT: Tony Turecki - Clerk, Kate Stevens, Joshua Smith, Curtis Sampson – Alternate.

ALSO PRESENT: Joan McKibben (P.B. Admin. Assistant), Cassie Mullen (Regional Planner, NRPC).

CALL TO ORDER

Chairman Croteau called the meeting to order at 7:00 p.m. and led the Board in the Pledge of Allegiance. Alternate Ronn Stephens was appointed. Roll call of members.

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

AGENDA ITEMS:

- 1. A revision to the previously approved subdivision plan for 124 Hillcrest Rd. (Brookfield Acres) map 15 lot 14. Estate of Fred D. and Janet M. McQuesten. Amending the stormwater infiltration per NH Dept. of Environmental Services (NHDES).**
- 2. Second Public Hearing for Zoning amendment for March 2020 Town Meeting Electronic Message Signs in all districts EXCEPT the residential district subject to certain requirements.**
- 3. Public Hearing for the Master Plan Transportation Chapter.**
- 4. Hamel Circle, vote to send roadway to Board of Selectmen for acceptance. As-built plans, road deed, and recommendation from L.C. Engineering have been received.**
- 5. Release of the following escrow accounts: Hamel Cir. bonds and escrow, Lobster Boat site plan, LKQ site plan/sign.**

1. A revision to the previously approved subdivision plan for 124 Hillcrest Rd. (Brookfield Acres) map 15 lot 14. Estate of Fred D. and Janet M. McQuesten. Amending the stormwater infiltration per NH Dept. of Environmental Services (NHDES).

Chairman Michael Croteau said he had spoken with Joan McKibben this afternoon, and that the applicants wished to defer to another meeting date and time certain. Michael C. stated that the applicant needed time to finish up.

Michael C. asked Cassie M. if there was anything NRPC wanted to comment on. Cassie M. stated that Jay Minkarah (Executive Director Nashua Regional Planning Commission – NRPC) mentioned to her that the client wanted to continue to a new date and time certain.

James B. makes a MOTION seconded by Ronn S. to have the applicant appear on February 4, 2020 at 7:00 p.m. MOTION carries 5-0-0.

2. Second Public Hearing for Zoning amendment for March 2020 Town Meeting Electronic Message Signs in all districts EXCEPT the residential district subject to certain requirements.

Michael C. opened the public hearing. There was no-one in the audience.

Michael C. asked Cassie M. if there was anything NRPC wanted to comment on. Cassie M. reviewed the past modifications that were done prior to this hearing. To assist viewers at home, Michael C. read out loud: 1) amended Section 1502.02 and 2) new Section 1502.03.

Kim Q. wanted to verify that new Section 1502.03 - item “g” – which states: “Electronic message displays shall utilize amber or white lights with correlated color temperature not to exceed 3,000 Kelvin (K)”, covered the nocturnal wild-life concerns (sight, sleeping schedules, etc.) in studies that Kate S. had explicitly cited during our prior Planning Board meeting. Everyone said it did.

James B. makes a MOTION seconded by Kim Q. to have the amended items go to Deliberative Session. MOTION carries 5-0-0.

3. Public Hearing for the Master Plan Transportation Chapter.

Note: Public hearing was still open from above.

At this time during the meeting, there was still no-one in the audience.

Michael C. closed the public hearing.

Michael C. asked Cassie M. if there was anything she wanted to comment on. Cassie stated that this Transportation Chapter had same structure of the prior Transportation Chapter, but now, it has the new information incorporated into it.

There were no questions from the Board.

James B. makes a MOTION seconded by Kim Q. to approve the Master Plan Transportation Chapter. MOTION carries 5-0-0.

Committee Reports

Kim Q.: 1) Discussed key topics from the NRPC meeting held Dec 18, 2019, in regard to the NH Housing Shortage (Supply vs. Demand). Discussed: a) Towns build 55+ dwellings to help their citizens down-size and place their homes onto the market. However, it is not working since buyers from MA or other NH towns buy the 55+ dwellings first. b) Pelham realtor seeing 24% decline in Inventory of available homes (Supply) in this past November (2019) – on top of the already down 23-25% in November 2018. c) Reviewed projected demographics by town of expected population growth (Demand). They reported Litchfield expects a 4% increase in population, so any projected housing shortage here should be much lower than in other towns. d) Younger people want condos or to rent, causing higher prices for those housing types. ==> Kim Q. asked Cassie M. to review the slide from that presentation showing Litchfield had no 55+ housing (to check the slide definition and/or add Litchfield figures to it if applicable). 2) Michael C., who also attended this meeting, stated he heard Kermit Williams, a State Rep and also a PB Commissioner, that there was legislation being proposed to require Planning Board members have training, else face losing their right to vote on their Boards. Kim Q. agreed Kermit mentioned that.

Michael C.: 1) Lower Merrimack River Local Advisory Committee meets next month at the Nashua Public Library. 2) CIP (Capital Improvements Plan) in the works. Kevin L. said it was a team of the 5 BOS members, a Conservation Committee member, a School Board member, Library Trustee Member, etc. A Planning Board member should be on the CIP team. 3) Feb 1 at 10:00 will be Deliberative Session. Michael C. stated in the past a moderator would present our items, but thought he should go and present the articles as President of the Planning Board. All agreed Michael C. should present so he would be available to answer audience questions.

Approve the Dec. 3, 2019 and Jan 7, 2020 minutes

James B. made a MOTION to approve the December 3, 2019 minutes as written. Ronn S. seconds the motion. MOTION carries 5-0-0.

James B. made a MOTION to approve the January 07, 2020 minutes. Ronn S. seconds the motion. MOTION carries 4-0-1.

Any other Business:

James B. inquired on-line, for house bills pertaining to what State Representative Kermit Williams was describing during the Dec 18, 2019 NRPC Meeting mentioned above.

James B. found House Bill 1629, was sponsored by six NH State Representatives, and required new planning or zoning board members to complete training within the first year of assuming office – or be disqualified from voting on any applications until training is completed (also applied to Alternates). The Planning Board members discussed:

- 1) Different types of training needed for volunteer/appointed Planning Board members -- which ranged from being able to read and follow directions, training, utilizing top-tier knowledge from NRPC, etc.
- 2) Concerns revoking voting privileges or removing someone from a Planning Board.

Kim Q. mentioned there was a proposed House Bill (1389), which would require compliance of dog houses for dogs that stay outside more than 30 minutes. She will send info to Planning Board.

4. Hamel Circle, vote to send roadway to Board of Selectmen for acceptance. As-built plans, road deed, and recommendation from L.C. Engineering have been received.

Per Joan M. all required items have been received and Lou Caron (L.C. Engineering Company, LLC) has done final inspection. Joan M. stated that the Town has an as-built plan and deed, the road was paved two years ago, and is on a maintenance bond.

Kevin L. makes a MOTION seconded by James B. to send the Board of Selectmen a request to release the maintenance bond and accept the road for Hamel Circle. MOTION carries 5-0-0.

5. Release of the following escrow accounts: Hamel Cir. bonds and escrow, Lobster Boat site plan, LKQ site plan/sign

If Item #4 is approved by the Board of Selectmen, we can release the Bond and Escrow for Hamel Circle.

James B. makes a MOTION seconded by Kim Q. to release the escrow accounts for Hamel Circle, Lobster Boat and LKQ. MOTION carries 5-0-0.

A MOTION to adjourn was made by James B, seconded by Ronn S. MOTION carries 5-0-0. Meeting adjourned at 7:45 p.m.

Respectfully submitted
K. Queenan