

**PLANNING BOARD PUBLIC MEETING  
TOWN OF LITCHFIELD**

**Held on May 19, 2020**

minutes approved on 6/2/2020

In response to the COVID-19 Pandemic, the Planning Board will conduct a remote meeting pursuant to Governor Sununu's Emergency Order #12 related to public meetings. The Litchfield Planning Board held a remote meeting via Webex on Tuesday, May 19, 2020 at 7:00 p.m.

**MEMBERS PRESENT:**

Michael Croteau - Chairman, Kimberly Queenan - Vice-Chairman, Kate Stevens, Kevin Lynch, Selectmen's Rep., James Boffetti, Curtis Sampson - Alternate

**MEMBERS ABSENT:** Joshua Smith, Ronn Stephens,

**ALSO PRESENT:** Joan McKibben (P.B. Admin. Assistant), Jay Minkarah (Executive Director Nashua Regional Planning Commission - NRPC), Louis Caron, Town Consulting Engineer

**CALL TO ORDER**

Mr. Croteau called the meeting to order at 7:00 p.m. Roll call of members. Curtis Sampson was appointed to vote for this meeting.

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

**AGENDA ITEMS:**

1. Andy Prolman to discuss Mel's Funway timing of improvement implementation.
2. Anne and Greta Lynch Lot Line Adjustment Map 15 Lots 19 and 20
3. Romano's Pizza minor site plan to add 7 employee parking spaces
4. Communication Towers in Town

**Mel's Funway Park**

Andy Prolman, Esq. and Michael Accomando, owner present to discuss opening and timing changes, that were previously scheduled to be done by 8/31 at Mel's Funway. We plan on coming to your June meeting to modify the plan, all but two of the improvements will be done by 7/31. Due to the emergency pandemic and orders by the

Governor, we will have a partial opening this weekend and Monday, Memorial Day. There will be no restaurant probably for this season, right now we are not opening the lazer plex or the arcade. We are waiting to see if we can open the go carts.

The batting cages and mini-golf will be open.

Some of the modifications that were approved 3/3/20 have not been done because we could not get a crew in until amusement parks can open. (Due to Covid-19 closures) We could not get a crew in to work on removing the carnage haunt until amusement parks can open.

Other work has been going on with outside contractors..

Pavilion #2 will not be completed #1 will be completed in 2-4 weeks.

We could not install new haunts, need a temporary stay for carnage removal and remainder of pavilion #2 to December 31.

We will be talking to Attorney Morgan Hollis and Rick Charbonneau to discuss the extension.

Mike C. There was an 8/31 deadline and compliance hearing on 9/1. Because we understand the delay we will see you in June to amend the plan.

There was no input for non-agenda items.

## **2. Anne and Greta Lynch Lot Line Adjustment Map 15 Lots 19 and 20 336 and 338 Charles Bancroft Hwy.**

Kevin Lynch recuses himself for this case.

Kevin, Anne, and Greta Lynch are present for the presentation.

Confirmed abutters were noticed/fees paid.

Kevin explains they have received a variance for the frontage on lot 20.

They are requesting a lot line adjustment lot 19 will give land to lot 20 to bring lot 20 acreage to 1.048 lot 19 will become 15.08 acres.

There is no regional impact.

A **MOTION** to accept the above application was made by Kate S., seconded by Kim Q. Motion carried 5-0-0 by roll call vote.

There are no mortgages on the properties, there is a well easement for the two houses.

Subdivision Waivers Requested:

530.00 d. area of all lots showing wetlands and dry area

530.00 g. Soil types, location of all soil boundaries.

530.00 m. erosion and sedimentation control

The applicant explains this is a minor lot line adjustment it would be no benefit to map the entire parcel, no soil disturbance except to add garage.

Jay M. agrees there is no impact.

A **MOTION** to approve the waivers was made by Kate S., seconded by Kim Q.

The Motion carried 5-0-0 by roll call vote.

The Chair calls for public input, the moderator states no public has called in.

Jay M. has no other concerns.

Kim Q. questioned if two items were corrected, owner of record and signature block.

It was stated those items were corrected.

A **MOTION** to approve the lot line adjustment for 336 and 338 Charles Bancroft Hwy. was made by Kim S., seconded by James B. No discussion on the motion.

The motion carried 5-0-0 by roll call vote.

Kevin Lynch (Selectmen's Rep., comes back to the Board as a voting member.

### 3. Romano's Pizza minor site plan to add 7 employee parking spaces

#### Map 21 Lot 23, 27 Colby Road

Site Plan amendment to add 7 parking spaces.

Wm. Vessels, owner/operator, is presenting the plan.

Confirmed abutters were noticed/fees paid.

Jay M., staff, has no concerns on the amended plan.

Mr. Vessels explains the idea of the employee parking, it would not be paved.

Lou Caron suggested the Board be very specific on what is being approved.

There was no public calling in for comments. There is no regional impact.

The walkway from the parking to the building was discussed.

Lou C. suggests they show the water line stub at the property line. They are not on Pennichuck Water now.

The following conditions are to be shown:

- Show split rail fence on plan
- Show parking spaces as impervious
- Show existing lighting on the side of building toward new parking
- Show walkway from parking to door
- Clean up verbiage on plan removing "proposed"
- Show stub for water line on the plan
- Plan copies (two copies) with professional seals and signature
- All fees paid.

A **MOTION** to conditionally approve the plan (above conditions) with seven new employee parking spaces is made by Kate S., seconded by Kevin L. Motion carried 6-0-0 by roll call vote.

### 4. Communication Towers

John Brunelle explains these are part of the public communication system, they are not cell towers. This is information for the Board not seeking approval.

These were approved at the March 2020 town meeting.

The manufacturer did not support the old communication system and we did not have town coverage especially at the schools.

The primary site is Colonial Dr. with existing towers at Colonial and Morgan RD.

The new site will be back of Old Town Hall and Darrah Pond parking lot with 100' antennas.

Kate questions the issue of aesthetics in line with the Master Plan.

Kevin L. asks about accessibility at the Tabernacle cell tower.

John explained that it is full with other gear and is not available.

A work session item was briefly discussed. Zoning section 575.8 b. Control and Management of Common and Open Space Land.

There seems to be lack of clarity on public access, and some contradiction in the ordinance. The board should have some flexibility with common land and conservation land. This will be discussed at a later meeting.

Kim Q, questions who actually owns the open space.

### **Committee Reports**

Kim Q. NRPC had a meeting regarding by-law amendments and creation a foundation under 501C3.

If Litchfield has a population over 10,000 they would be eligible for three representatives to NRPC.

Mike C. Conservation will meet in June

Lower Merrimack (LMRLAC) a virtual meeting regarding a Hudson project.

CIP committee did meet and discussed a police station and the issue of storage at the police department. Next meeting in June.

### **Approval of Minutes**

Kim Q. made a **MOTION** to approve the 3/3/2020 planning board minutes, seconded by Kate S. Motion carried 3-0-3 by roll call vote.

A motion was made to adjourn the meeting by Kevin L. seconded by James B.

Motion carried 6-0-0 by roll call vote. Meeting adjourned at 8:50 pm

Minutes submitted by

J. McKibben

