

**PLANNING BOARD PUBLIC MEETING  
TOWN OF LITCHFIELD**

**Held on August 18, 2020**

minutes approved on

In response to the COVID-19 Pandemic, the Planning Board held a semi- remote meeting pursuant to Governor Sununu's Emergency Order #12 related to public meetings, on Tuesday, August 18, 2020 at 7:00 p.m. via webex. 12 people can be present in the meeting room.

**MEMBERS PRESENT:** Michael Croteau - Chairman, Kimberly Queenan - Vice-Chairman, Ronn Stephens, Joshua Smith, remotely James Boffetti, and Kate Stevens

**MEMBERS ABSENT:** Kevin Lynch, Selectmen's Rep., Curtis Sampson - Alternate

**ALSO PRESENT:** Jay Minkarah (Executive Director Nashua Regional Planning Commission - NRPC), Joan McKibben Admin. Assistant

**CALL TO ORDER**

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

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

**Agenda Items:**

1. Lynne Donnelly Bakery 274 Derry Rd.
2. Naticook Trust, Heidi Miller Trustee Lot Line Adjustment Map 18 Lots 62 and 68

Bakery Rt. 102 map 2 lot 39, change of use

Lynne and Dave Donnelly are present. Lynne would like to put a small batch speciality bakery in the former space used by In Towne Cleaners.

MJ Grainger, surveyor/septic designer has sent a letter stating the condition of the current septic system and that it is adequate for the business.

Jay M. stated that this is a minor change of use and doesn't expect any adverse use.

The board questions lighting and sign (pictured).

Public Comment, from Mr. Robert Roy across Rt.102. A letter was received from Mr. Roy stating he has no objection to the bakery as long as it will have no negative affect on his site. No other comments

Kim Q. made a **MOTION** to approve the change of use, seconded by Ronn S. Roll call vote motion carries 6-0-0.

Naticook Trust Lot Line Adjustment Map 18 Lots 62 and 68, Heidi Miller, trustee.

Heidi and Seth Miller are present along with Gregg Jeffrey, Jeffrey Land Survey. These are contiguous lots. The owners are reconfiguring the lots so both heirs have equal land and road access ( two different roads).

A **MOTION** to accept the application was made by Kim Q. seconded by Joshua S. Roll call vote motion carries 6-0-0.

No public comment.

Jay: this is a straight forward proposal to equalize the two lots.

The request for waivers were discussed:

530.00 (e) Topography of the entire lot

510.00 (g)scale of plan to be 1" = 100' or less

530.00 (g) soil types and location of soil boundaries

120.1 traffic impact study

150.7 stormwater drainage plan.

Joshua S. makes a **MOTION** to approve all of the waivers Kim Q. seconds the motion. Roll call vote motion carries 6-0-0.

A **MOTION** to approve the lot line adjustment is made by James B. and seconded by Ronn S. The motion carries by roll call vote 6-0-0.

#### Committee Reports

NRPC 9/16 a hybrid meeting 7:00 pm in Nashua

Heritage Committee 9/8 7:00 pm

Capital Improvements Committee 8/17 and 9/1

Jay is putting together schedule of costs and revenues. The committee is looking for input from the Planning Bd. on the six year plan.

Deadline for comments 8/31.

Regional Impact on Hudson Logistics Jay to send link to the Board.  
There may be traffic, economic, and environmental impact to Litchfield.  
This is a 2,000,000 square foot facility planned in Hudson.

Joan and Jay along with Rich Lascelles have been holding information gathering meetings regarding affordable housing.

Conservation Open Space Subdivisions need to be discussed at a upcoming meeting.

Approval of Minutes

A **MOTION** to approve the 8/4/20 minutes was made by Kim Q. and seconded by Ronn S. Motion carried by roll call vote 5-0-1.

Next meeting is 9/1/2020

A motion was made by James B. and seconded by Kim Q. to adjourn.  
Motion carries 6-0-0.

Meeting adjourned at 8:20 pm