

**PLANNING BOARD PUBLIC MEETING  
TOWN OF LITCHFIELD**

**Held on September 1, 2020**

minutes approved on 9/15/20

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, September 1, 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, Kate Stevens - remotely, Ronn Stephens, James Boffetti, Joshua Smith, Steven Webber, Selectmen's Rep.,

**MEMBERS ABSENT:** Curtis Sampson - Alternate

**ALSO PRESENT:** Jay Minkarah (Executive Director Nashua Regional Planning Commission - NRPC) remotely

**CALL TO ORDER**

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

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

**Agenda Items:**

- 1. Mel's Funway Compliance Hearing**
- 2. Conservation Open Space Development - work session**

**Mel's Funway Compliance Hearing**

Present: Attorney Andy Prolman, Owners Wayne Caulfield and Mike Accomando. Andy stated there was a site walk Monday, 8/31 with Peter Dionne, Building Inspector and Joan McKibben. Mr. Dionne has submitted a memo regarding the completion of items at the site dated 8/31.

Informational, Spooky World will be opening with 50% occupancy on visitors per the NH Governor's order.

Board comments: Mike C. It looks like everything has been addressed.

Andy P.: Keach Nordstrom (engineers) will be providing an as built for the sidewalk then we will be requesting a cert. of occupancy for the bumper boats.

Mike C. reads the 8/31 letter from the building inspector, Peter Dionne, with 16 items that have been completed:

On Monday August 31 2020 Myself and Joan McKibben went to Mel's Funway Park for the purpose of inspecting the park for site plan compliance. Present at this meeting were Mike And Wayne, the owners of Mel's, their attorney Andrew Prolman and two other Mel's employees. After a site walk and review we determined that all the work involved on the approved site plan to include the following are completed.

1. The siding of pavilion 1 is barn board style and stained and 100 percent completed.
2. The siding of pavilion 2 is barn board style and stained but not 100 percent complete but is being allowed to remain open sided this year temporarily to allow better use with regards to Covid-19 and is to be completed next year.
3. The bumper boat pool is completed along with its support building for pumps and storage and have been inspected and approved by the Building Inspector.
4. The Fencing around the bumper boat attraction is completed in black metal type fencing.
5. The sidewalk along CBH to colby road is completed and paved and edges have been loamed and seeded.
6. The wooden fencing along CBH near the corporate event area is completed.
7. The gravel walkway along the Mel's parking from the corporate event area to the lazer plex area has been completed .
8. The fencing around Mini Mel's attraction is completed with black chain link type fencing.
9. The electrical associated with Mini Mels is completed and inspected by the Building Inspector.
10. The Carnage haunt has been removed completely as directed.
11. All the associated landscaping is completed, trees are planted, grass is established or has been hydroseeded and plantings are completed.
12. Paving around the bumper boat attraction area is completed as directed on the site plan.
13. Gravel walkway has been installed to the bumper boat ticket booths.
14. Concrete walkway was installed in front of the Bumper boat/ lazer building.
15. Parking areas were re-stripped near the bumper boat/ lazer building.
16. The additional parking area behind the Mel's arcade building has been completed.

### **Conservation Open Space Development**

The Board held discussions potential changes to the ordinance.

Jay M. spoke about three types of open space defined in the ordinance that cause confusion due to conflicting terms.

Land dedicated to to public - publicly accessible

Land held in common by the home owners in that development

And a category broadly described as other.

Jay went through the ordinance to clear up confusion on definitions and describe designated open space.

Kim questioned land protected in perpetuity, Jay will make that clear in the ordinance.

The Board went over the changes Jay will incorporate into the ordinance and resend to

the Board.

### **Survey Questions**

The survey was sent out to the CIP Committee, Planning Board and Dept. Heads. Conflicting comments came in from various departments. The Board went over the survey to get clarification.

School issues regarding updating heating/electrical systems was discussed.

Changes were made due to feedback from various agencies.

It was decided to make it more of a planning survey. The CIP will go to public hearing and should result in public feedback.

Discussion on five ways to get the survey out to the public.

Ronn question duplicate surveys coming in. Jay responded he will get a flag with more than one survey coming from the same device. The remedy is they will have to identify themselves if more than one survey comes in from the same device.

Jay will make changes to the survey and resend to everyone.

### **Committee Reports**

9/3 Conservation Commission

9/8 Heritage Committee

9/10 Capital Improvements (CIP)

9/15 Planning Board

9/16 NRPC 7 pm 30 Temple St. hybrid meeting

9/23 CIP public hearing

9/28 CIP to the Board of Selectmen

### **Approval of Minutes**

A motion to approve the 8/18/20 minutes was made by James B. seconded by Ronn S. Motion carries 6-0-1

### **Other Business**

James B. commented on the Hudson Logistics proposal and the packet of information the board received. James thought it would be good to get some information on the impact to Litchfield from this major proposal in Hudson. Especially regarding volume of traffic, pollution, etc.

Jay mentioned there is a link to the site the board should look at with a lot of information. NRPC will be discussing this at their technical committee meeting, but there is a new traffic study coming.

Kate S. will look for back Hudson planning meetings on video and take notes for the board.

A motion to adjourn was made by James and seconded by Steve W.  
All in favor. The meeting was adjourned at 9:00 p.m.

Minutes from LCTV by  
J. McKibben