

Present: Patty Chaffee – Chair; Gabe Bailey – Vice Chair; Jeremy Wood – Ex-Officio; Dick Lincourt; Alissa Bascom; Alan Putnam; Doug Neill

Alternates: Rosie Smith-Hull, Keith Weed

Staff: Liz Emerson, Kristan Patenaude (remote)

Public: William Rescsanski, Tyler Allard, Danielle Allard, Joanne Blodgett, Brian Livermore, Wayne McCutcheon, Phil Turner

Patty Chaffee called the meeting to order at 7:00pm.

Approval of minutes of 11/16/2021: Motion by Mr. Lincourt to accept the minutes as presented, seconded by Mr. Bailey.
7-0-0, motion approved.

Agenda Review: The Board will review two site plan applications this evening and then hold a public hearing for adoption of the Master Plan.

Applications:

Alan Putnam recused himself because he is an abutter.

2021-SPFP-005: Larry Small (Owner) Tyler Allard (Agent): request final site plan review to wash portable toilets; the property identified as Map 112 Lot 013-1 and is located at 78 James Street in the Rural Residential (A-1) Zoning District.

Tyler Allard explained that his plan is to transport the portable toilets to the James Street location, store them there for a couple of days, and then bring them back to his business on Claremont Street.

Ms. Chaffee pointed out that the James Street property is located in a zone that does not allow this type of business for the item to be stored there. She suggested that the applicant could go before the ZBA to request a variance for this type of small business to be allowed in the zone.

Mr. Allard suggested that he would wash out the portable toilets at the James Street location and then load them back up, so that they will not be stored for any amount of time.

Motion by Mr. Bailey and seconded by Mr. Wood to accept the application as complete.
All in favor 6-0, motion approved.

Motion by Mr. Wood and seconded by Mr. Bailey to approve the site plan application of Larry Small and Tyler Allard, as presented.
All in favor 6-0, motion approved.

Alan Putnam rejoined the board.

Continued Business:

2021-SPFP-004: Phil Turner Properties LLC (Owner): request final site plan review for 3-units multi-family housing; the property identified as Map 118 Lot 084 and is located at 188 Main Street in the Business (B) Zoning District.

48 *Jeremy Wood recused himself.*

49
50 It was noted that the plan will continue to be updated as work is done on the utilities on site. This is an
51 ongoing project.

52
53 In response to a question from Ms. Chaffee, the applicant explained that Lots 1 & 2 will have maintenance
54 across easements. These easements will be accepted by a potential future buyer through acceptance of
55 the deed. Ms. Chaffee noted that there are no existing easements on the site.

56
57 Ms. Emerson explained that, now that the lots have been subdivided, two separate deeds can be created,
58 easement wording can be placed into each, and the agreement on this can go into effect when the deeds
59 are recorded.

60
61 Mr. Turner noted that he could create a separate, third entity, convey one of the lots to this entity, and
62 sign the easement through this entity. This is a more expensive option for him.

63
64 Mr. Lincourt stated that he would like to see the easements created and recorded in the deeds.

65
66 Ms. Bascom stated that she is uncomfortable with the proposed easements for water, sewer,
67 maintenance, and communications. She noted that this tends to kick the can down the road and can
68 become more confusing for the Town in the future.

69
70 It was noted that Mr. Turner has possible plans to add restrooms into the carriage house in the future and
71 will then need to heat it.

72
73 Ms. Chaffee stated that she would like to see the wording on the plan amended, as there are not
74 technically any easements on this property at this time.

75
76 Mr. Lincourt agreed that he is uncomfortable approving this application without first having these
77 easements in place. He would consider approving the application, conditioned on the easements being
78 legally created in the near future.

79
80 Motion by Mr. Lincourt and seconded by Ms. Bascom to table this application to December 21, 2021, to
81 allow for determination of how to legally create binding easements for the property.

82 All in favor 6-0, motion approved.

83
84 *Jeremy Wood rejoined the board.*

85
86 **New Business:**

87
88 **Adoption of the 2021 Master Plan**

89 Ms. Chaffee noted that the Master Plan and, specifically, the Implementation chapter, are available for
90 viewing by the public on the Town website.

91
92 Bill Rescsanski noted that part of the proposed Master Plan looks to allow multi-unit housing in Zone D
93 by special exception. Currently, multi-unit housing is only possible in Zone D through a variance, and he
94 would like for this language to remain. He explained that the Town has a high tax rate, mostly due to
95 education costs. The number of students drives the cost of education. Types of housing contribute

96 differently to this number of students in Town, and creating more units allows for a higher chance of the
97 number of students increasing.
98

99 Ms. Chaffee explained that the Housing Committee completed a break-even study, which noted this
100 amount to be \$115,000 for a single-family house. A unit with two families in it would not be valued less
101 than \$230,000, thus allowing the Town to still break even. This formula does not set the Town ahead but
102 does allow for a break even.
103

104 Mr. Rescsanski explained that only breaking even will never allow the Town's tax rate to improve. He
105 would like to see the quantity and value of taxable property in Town increase, without increasing the cost
106 to educate the Town's students. While duplexes, may allow for this to occur, what is being proposed in
107 the Master Plan is multi-unit housing instead.
108

109 In response to a question from Ms. Bascom, Ms. Emerson explained that Section 8 housing is different
110 from affordable housing, and that the recommendation is for high-value multi-unit housing. The Planning
111 Board cannot place stipulations on what "high-value" is defined as.
112

113 Ms. Emerson noted that an applicant would have to prove hardship if seeking a variance for this type of
114 housing if the language remains the same as it currently is. Ms. Chaffee stated that she does not want to
115 deter developers with that process.
116

117 The Board agreed to keep the language proposed in the Master Plan as-is and review it in the future, as
118 needed.
119

120 Motion by Mr. Lincourt and seconded by Ms. Bascom to adopt the 2021 Master Plan, as drafted, subject
121 to minor changes in spelling or grammar.
122 All in favor 7-0, motion approved.
123

124 Ms. Chaffee thanked all those involved in the process of creating the Master Plan.
125

126 **Administration:**

127 Ms. Emerson explained that the Board will hold a public hearing on proposed zoning amendments on
128 December 21, 2021. There can be an additional public hearing on this item, if needed.
129

130 **Communications:** none
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132 Motion by Mr. Bailey to adjourn at 8:21pm, seconded by Mr. Neill.
133 All in favor. Meeting adjourned.
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136

137 Respectfully submitted,
138

139 Kristan Patenaude
140 Recording Secretary