

MONT VERNON PLANNING BOARD
Public Meeting Minutes
October 24, 2017

AGENDA

Times are approximate and subject to change without notice.

7:00pm Old Mill Estates – Justin Gamache

7:45pm Driveway Regulations - Dept. Feedback)

8:00pm Conditional Use Permit - Discussion

8:30pm Mail & Announcements
Review Minutes from 10/10/17

8:40pm Other Business
Reports of Committees

- Master Plan Work Group (Annette I.)
- Building Use Study Committee (Bill M.)
- Town Center District Subcommittee (Dave H.)
- Conservation Commission (Annette I)

9:00pm Adjournment

Seated: Bill **McKinney**, Annette **Immorlica**, John **Quinlan**,

Present: Steve **Bennett**, Eric **Will**

Absent: Bill **Johnson**, Dave **Hall**, Chip **Spalding**, Chris **Aiston**, Jim **Bird**

7:00 PM – Old Mill Estates

McKinney called the meeting to order and asked everyone to stand for the Pledge of Allegiance. Justin Gamache of Mont Vernon Homes, LLC was in attendance as well as Kevin Anderson of Meridian Land Services. **McKinney** opened discussion on progress made and the concerns that the Board has. Gamache said that his attorney had made the necessary corrections to the HOA documents. He asked if we would be submitting them to legal for review. **McKinney** said yes, that an escrow account will need to be set up for the cost of legal review. Gamache asked if this could be expedited. In order for him to move forward with the Atty. General's application, all of these documents need to be recorded. In going through the revised HOA By-Laws and Storm Water Management documents, **McKinney** noted that the requested changes to the language had not been completed. **Bennett** and **McKinney** went through the documents and noted errors and omissions. They discussed corrections and clarifications that need to be made. Gamache requested that we send the documents for legal review as is along with our comments so as to expedite the process. Gamache will bring in an escrow check tomorrow. **McKinney** will mark up the documents with the Boards concerns and all will be sent to Town Council for review. **Immorlica** noted that we have concerns regarding the lack of inspection reports that were supposed to be submitted by Kevin Anderson of Meridian Land Services during the project. Anderson explained that there had been some contractual disagreements and that he had not been on site until recently. When he had left the site, final gravel had been placed. When he came back on site, base pavement had been placed. Anderson stated that the pavement is the proper thickness throughout the site. He inspected all storm water controls, all catch basins and drainage pipes. He did as thorough an inspection as was possible at that point in time. Everything looks to be in good order. At this point the site needs to be stabilized for winter. The one item he cannot report on is compaction testing. That was to have been done by a third party. He has seen no report on this. The silt fencing should be removed in late spring. **McKinney** asked Gamache if someone did compaction testing on the roadway. Gamache said that he doesn't have the compaction test reports that were done. He stated that Matt Arel of Better Built Homes claims to have done the testing but Gamache has yet to receive a report. He stated that if we want or need a compaction test he can have it done. Anderson elaborated. From what he observed on site, the equipment was there to do the compaction. He cannot verify that it was done because he does not have the report. He explained that an after the fact compaction test

would consist of cutting the pavement. He suggests that we don't do anything to disturb the site through the winter. Spring is the time when we will see settlement of anything on the site. It is his professional opinion that after the spring thaw we should do compaction tests on locations to be determined; cut the pavement, run the compaction test, see what the material looks like and go from there. Gamache notified that the signs for Riley Road and Crosby Drive have been put up. We requested a stop sign be put at Crosby Drive. **Immorlica** inquired as to when he can start selling houses. Gamache responded that he needs to have the electrical, the water systems, the cistern system and the Homeowners Association all completed before he can sell a house. He also needs to get approval from the Attorney General's office. He is in the process of building two houses as of now. He met with Jay Wilson regarding the cistern. It is being delivered in about 6 weeks and will be installed. Gamache stated that Jay says he will be satisfied as long as the Building Inspector does an inspection. The company itself sends someone to certify the installer and provide with a full guide for correct installation. Gamache questioned the process of the road being accepted by vote at Town Meeting. **Quinlan** explained that there is a Warrant Article which gives the Select Board the authority to accept a road when it is built to Town standards. The Town votes to give the Select Board that authority. **Immorlica** suggested that we mark the calendar to revisit the road issue in April after the spring thaw.

8:00 PM – Driveway Regulations

McKinney went over the feedback from Department Heads regarding the draft Driveway Regulation. Jay Wilson has some concerns regarding slopes references and wants wider edges. He also has concerns with the width of gate openings. **McKinney** will reach out to Jay for more detail. **Immorlica** stated that the Conservation Commission likes the draft and has no changes to recommend. The PD are all set with it and we have had no input from the DPW. **McKinney** feels we are in good shape with the regulation.

8:15 PM – Conditional Use Permit

McKinney asked if all have had a chance to review. **Immorlica** feels it is premature to be looking at this. She would like more time to study. She feels we should address this in conjunction with the TDC when we get to it. **McKinney** explained that it is the TCD Subcommittee's recommendation that we use Conditional Use Permits. This needs to be put in our regulations and then we can write the zoning ordinance to recognize Conditional Use Permits. **Immorlica** would like more time to study. **Quinlan** also would like more time to look it over. **Bennett** pointed out that we would need to have a Town vote to add Conditional Use permits to our zoning ordinance under RSA 674:16 which pertains to Innovative Land Use.

8:30 PM

Immorlica inquired as to whether anyone felt the need to go to the November training session through the NHMA. It was decided that no one on the Board needed that training. The Board reviewed the minutes from the 10/10/17 meeting. **Quinlan** motioned to accept the minutes as amended, seconded by **Immorlica**. All were in favor. The motion passed.

8:40 PM – Other Business

Immorlica inquired as to our budget numbers for next year and also reminded **McKinney** that he needs to write our segment for the Town Report.

8:45 PM – Reports of Committees

- Master Plan Work Group – **Immorlica** stated that the survey is not getting a huge response from the town people. They are hoping to have a first draft report to the Planning Board the first meeting in December.
- Building Use Study Committee – **McKinney** discussed the Public Forum from last week. He says that there has been a lot of good feedback. We will need to put together a Heritage Commission for the fund raising end of things and an actual Building Committee to put the plans in motion and figure out how to phase the project once the financing is in place. For now the BUSC is still meeting; they have to get the final reports put together.
- Conservation Commission – **Immorlica** stated that in regard to the Orchard Hill subdivision, the CC is unwilling to pay for the legal costs for an easement when the land is not being deeded to the Town. **Quinlan** explained that Laurie Brown had a discussion with Mr. Vaughn and he has agreed to pay for the legal costs. The CC discussed the Driveway Regulations and have no changes to suggest. The CC is undertaking the Wetlands Buffer Ordinance.

9:00 PM

As there was no further business, **Quinlan** motioned seconded by **Immorlica** to adjourn. All were in favor. The motion passed.

Respectfully submitted,
Joan Cleary
Mont Vernon Planning Board
Administrative Assistant