

**Ashland Planning Board
Draft Minutes
September 27, 2017**

CALL TO ORDER: Susan MacLeod, Chair of the Planning Board, called the meeting to order at 6:31 PM

MEMBERS PRESENT: Members present were Susan MacLeod, Mardean Badger, Carol Fucarile, Leigh Sharps and Fran Newton.

OTHERS PRESENT: David Toth, Vern Marion, Eli Badger and David Page.

DISPOSITION OF MINUTES:

The minutes of the Wednesday, September 6, 2017 Planning Board meeting were reviewed. After review Mardean Badger made a motion to approve the minutes as amended. Carol Fucarile seconded the motion. With all votes in the affirmative the motion passed.

Vern Marion appeared before the Planning Board relative to the donation of the sewer lines in his campground to the Town of Ashland. The initial discussion centered on the sewer line from the pump station in the campground through the Dean Marcroft property and continuing on to Washington Street. The Planning Board reviewed the diagram of the pump station at the campground as well as the as built diagrams of the campground sewer lines. They reviewed a pressure line installed on Brunt Street that runs to the Havlock mobile home. All easements have been reviewed by Vern Marion's legal counsel and all easements have been transferred. The campground will retain ownership of the last section of sewer line. Mr. Marion will donate to the Town the power station and the pressure lines. Atty. Luke Glavney will complete the paperwork on the donation. The sewer line goes right through Dean Marcroft's driveway. The manhole was moved into the right of way. The sewer line in this area is an 8" gravity fed line. The as built diagram has been approved and sealed by the State. The as built diagrams and the pump station diagrams can be digitized and put on disk. It will be downloaded into the Water and Sewer Department GIS system. One of the pump stations is five years old and the other pump station is two years old. The sewer line runs along the brook and onto Carr Avenue. The sewer line terminates close to the brook. With the sewer line following along close to the brook, we can eliminate the need for pump stations altogether and go to a gravity fed sewer line. There is an issue with obtaining an easement from one of the property owners along the path of the sewer line. The donation would be a tax write-off for the campground owner. The following points were made to the Planning Board:

- There was a federal grant given to Ashland to deal with the issue of possible ledge in the area of the then proposed sewer line in the campground. The area of the sewer line to Brunt Ave. has been found to have no ledge.
- The Federal Government gave monies for the sewer line to be installed in 1962.
- Dean Marcroft has obtained an easement for his property.
- Dean Marcroft has granted a temporary easement until such time as the pump stations are eliminated and a gravity fed sewer line system is in place.
- This donation will allow the Water and Sewer Department to run a sewer line up Brunt Avenue and be able to service Winona Road and then be able to go up Sanborn Hill.
- The donation will be an environmental plus for the Town.
- It would be easy to get to the pump station for an electrical alert system installation
- The pump stations are constructed so they can be pulled up for necessary inspection and clean out and then put back in place. The pump stations are checked twice a year. Vern Marion cleans

and checks the pump stations.

- There was an issue raised about a warrant article pertaining to the expansion of sewer lines outside the Village Residential Zone. The ratepayers are paying for this.
- It was suggested that the Water and Sewer Department consult with their attorney about whether the transfer of ownership of the campground sewer lines can take place. There is no construction involved since the sewer lines are already in place.
- The question was raised as to the process going forward: The Planning Board needs to give its feedback on the issue to the Town. There needs to be two public hearings on the issue. The Planning Board needs to write a memo and review the plans for the donation. The project needs to go before the Zoning Board. The project needs to be reviewed by Vern Marion's attorney Luke Glavney as well as the Town attorney. The surveyor needs to document everything with regards to the project. Atty Glavney is ready to review the project. The Planning Board attorney and the Water and Sewer Department attorney need to review the donation to make sure it meets their requirements. The presentation was closed at 7:05 PM.

Susan MacLeod opened the Public Hearing relative to a Site Plan Review for Mr. David Page, tenant of White Mountain Brewing at 7:05 PM. The following points were made:

- David Page sent the Letter of Authorization to the Reales by mail. The Reales did sign the Letter of Authorization and returned it to David Page. Mr. Page put it in an envelope indicating on the outside that it was a Letter of Authorization from the Reales and brought it to the Town Office approximately two weeks ago, the week of September 10, 2017.
- The issue of parking was discussed. Mr. Page has access to 3 ½ acres of abutting property presently being used to store boats. He expects to be able to buy this abutting property this winter. It will be part of his parking lot. In addition, he mentioned that the parking area at the Hydro company abutting the property can be used since the company closes for the day at 5 PM and the White Mountain Brewing Company opens at 4:30 PM.
- His license permits him to seat up to 24 people in his establishment.
- The present parking lot of the establishment can adequately accommodate his patrons
- Mr. Page needs to go to the State to obtain a restaurant license.
- The issue of signage for the business was discussed. Mr. Page has signage at the top of the hill near Main Street. He also has a sign at the Squam Docks
- Mardean Badger made a motion to accept the application as complete. Leigh Sharps seconded the motion. There were no abutters present at this Public Hearing.
- Mardean made a motion to approve the Site Plan for David Page, tenant, for White Mountain Brewing Company at 50 Winter Street Tax Map 18-01-10 for expansion of their tasting room. Leigh Sharps seconded the motion. With all votes in the affirmative the motion passed.
- A Notice of Decision will be posted.

The Source Water Protection Ashland Advisory Committee Preliminary Informational Session met on Tuesday, September 19, 2017 at the Water and Sewer Commission office at 9:30 AM. Present were Mardean Badger, Planning Board representative, Leigh Sharps, Planning Board and Ashland Board of Selectmen representative, David Toth, Water and Sewer Commission representative, Eli Badger, and Mike Izard, Lakes Region Planning Commission. The Committee reviewed the location of the well and the aquifer as well as the location of all abutting properties. Mike has talked with DES and will talk with them again. He has also talked with Emery and Garrett concerning water protection details. The question was raised about alternate water sources in the event that the primary water source becomes contaminated. DES wants to identify alternate water sources in town. The question arose if the identification needed to be general or specific. The question was raised if both the well and aquifer

as well as Owl Brook needed a Water Protection Ordinance written specific to these sites. The next meeting of the Advisory Committee will be Tuesday, October 10, 2017 at 9:30 AM at the Water and Sewer Commission office. DES has allocated a grant of \$15,000 for these meetings. The grant specifies payment for three meetings. The Advisory Committee sent its information to the Conservation Commission. DES would like to see a warrant article written for the Protection of Water Sources in time to be voted on at the 2018 Town Meeting.

There was concern raised that the land on which the well and aquifer sit is very permeable. Anything that is spilled in this area will drain into the aquifer and well and back out into the Pemi. Land development in the area of the well and aquifer needs to be limited. There needs to be discussion of various areas in town that could be developed. The Advisory Committee is the start of a much larger discussion.

The Planning Board has resubmitted the warrant articles first submitted at the 2017 Town Meeting.

The Planning Board discussed the proper wording for the definition pertaining to light assembly and light manufacturing businesses and which zone is the proper place for these businesses. The Planning Board is reviewing wording from ordinances from several towns to write an ordinance that addresses the issue as it pertains to Ashland.

David Toth, Chair of the Water and Sewer Commission, issued an invitation to the Planning Board for a Site Walk of the property where a proposed new Septage Receiving Station building is proposed to be built. The Site Walk is scheduled for Wednesday, October 4, 2017 at 5 PM preceding the Public Hearing on the Site Plan Review for the proposed building. Members of the Planning Board will meet at the Water and Sewer Septage Receiving Station building. Members of the Selectboard and the Conservation Commission are also invited to the Site Walk.

Susan is in receipt of a citizen's complaint concerning Thompson Street. The complaint was forwarded from the Town Administrator to the Planning Board. Susan advised that this complaint needs to be forwarded to the Code Enforcement Officer for a possible zoning ordinance violation and investigation. The property owner involved would come before the Planning Board for the following reasons:

- Change of ownership of the property or change of tenant.
- Change of Use. For these reasons the tenant or owner needs to be notified by the Code Enforcement Officer.
- The property listed in the complaint is presently grandfathered as a commercial property
- The property has had a history as a construction business, for a construction business office space and for another small business office. It has been a commercial property since approximately 1981 and has been granted a Special Exception. The Special Exception is linked to the property not the property owner.
- The property has had several changes of ownership over the years. The present owner has not appeared before the Planning Board for a Change of Ownership, Change of Tenant, Change of Use. The present owner has not come before the Planning Board for a Site Plan Review. Records show that there is no Site Plan on file for this property.
- The Board of Selectmen is the enforcement entity for the Town.

The Planning Board discussed the present status of the Leavitt Hill Road. The following points were made:

- The Leavitt Hill Repaving Project has not been completed within the construction season ending in October.
- The Planning Board does not know if the project has been scheduled by Matt Dixon, the clerk of the works for the project.
- If the paving is put off until next year the road may need to be reconstructed as well due to deterioration. The paving would need to be done after the reconstruction work.
- The Planning Board had a concern that the monies presently in escrow are enough to complete both phases of the project.
- If the Leavitt Hill Project is not going to be scheduled can the Planning Board legally release the monies to the Town for the Town to complete the work that remains to be done.
- The Town Attorney may need to become involved
- The DPW and the Water and Sewer Commission need to sign off on the Leavitt Hill Project

There was concern raised that the Planning Board look into the ownership of the campground and the donation of the sewer lines to see if there are any concerns or issues that need to be addressed before the Selectboard's Public Hearing on the matter

Leigh Sharps made a motion to adjourn. Carol Fucarile seconded the motion. With all votes in the affirmative the motion passed. The meeting adjourned at 8:10 PM.

Minutes submitted by Paula Hancock