

**Ashland Planning Board
Amended Minutes
Wednesday, October 25, 2017**

CALL TO ORDER: Susan MacLeod, Chair of the Planning Board, called the meeting to order at 6:57 PM.

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

OTHERS PRESENT: Eli Badger and David Toth were present at this meeting.

DISPOSITION OF MINUTES

The Planning Board reviewed the minutes from their Wednesday, October 4, 2017 meeting. Mardean Badger made a motion to approve the minutes as amended. Susan seconded the motion. With all votes in the affirmative the motion passed.

The Planning Board reviewed the Notes from the Site Walk at the Wastewater Treatment Plant. Mardean Badger made a motion to approve the Site Walk Notes. Carol Fucarile seconded the motion. With all votes in the affirmative the motion passed.

The Planning Board reviewed their recommendations for the proposed new Septage Receiving Station (M/L 003-003-002) proposed by the Water and Sewer Commission. The design consultants on the project are Tom Schwartz and Lauren Frank from Woodard and Curran. The following recommendations were discussed:

- That the as-built diagrams of the proposed project will be filed at the Town Office as soon as the project has been completed
- The building footprint for the new building will not change from the proposed site plan.
- The placement of the machinery in the new building may be different from the placements shown on the Site Plan.
- The Planning Board was concerned about runoff issues from the new building.
- The headworks side of the new building will be outside the proper setback by a couple of feet.
- No documentation of concern about this proposed project from abutters has been received. There were no abutters or their representatives present at the Public Hearing on Wednesday, October 4, 2017 when the proposed project was presented to the Planning Board.
- Representatives of DES were present for a recent demonstration of the new equipment being considered for the new Septage Receiving Station. DES is in receipt of the Design Basis Report and are presently reviewing it. DES is supportive of the new proposed Septage Receiving Station. All parties connected with the project were in attendance at the demonstration.
- David Toth, Chair of the Water and Sewer Commission, explained to the Planning Board members how the new machinery will work and how the process is done.
- It costs the Water and Sewer Department \$7-\$8,000 a year to clear plugged pipes at the Septage Receiving Station presently.
- Susan MacLeod will make the necessary corrections to the recommendations and send them to the Ashland Selectboard for further discussion and vote.

The Planning Board is in receipt of a paper copy of the requested building permit list from the Town

Administrator's office. The Planning Board will request an electronic version of the building permit list from the Town Administrator's Office. It was noted that none of the building permits displayed an expiration date for the permit. There is no indication of any inspection dates on the permit list. The Planning Board is going to request that they receive an electronic version of the building permit list every month or at least quarterly.

Mardean Badger advised the Planning Board concerning the ongoing meetings with Meredith and Ashland relative to a Water Protection Ordinance for the wellhead site. The following points were discussed:

- The subcommittee discussed whether to write a Water Protection Ordinance for the well, wellhead or for the aquifer. The Pemi aquifer encompasses an area of 90 miles.
- The subcommittee decided to create an ordinance for an Overlay District for the wellhead protection area within Ashland.
- Wellhead protection area is .45 miles which includes Bridgewater
- The Water Protection subcommittee will make a presentation to the Planning Board on Wednesday, December 6, 2017 at the Planning Board's regularly scheduled meeting.
- The Planning Board needs to discuss what will appear on the warrant for this ordinance
- The Planning Board would then schedule a Public Hearing for the Water Protection Ordinance
- Mike Izard of Lakes Region Planning Commission will clarify DES regulations for the Protection area. He will clarify definitions within the new ordinance. He will show a comparison between the Water Protection Ordinance and the present Zoning ordinance.
- There will then be a similar presentation before the Selectboard, Conservation Commission and any property owners affected by the new ordinance
- The Water Protection Ordinance is created to protect us. It is not created to impinge on the abutting property owners.
- It is the intention of the subcommittee to contact all affected abutters. The properties affected by this ordinance are: the two properties of Alex Ray's, three residences on the upper end of West Street, the Common Man Commons, 48 West Street, Ashland, NH (M/L 004-002-001), Exit 24 Storage, 62 West Street, Ashland, NH (M/L 004-002-048) and a corner of Comfort Inn, 53 West Street, Ashland, NH (M/L 004-003-003).
- There are no further meetings of the subcommittee scheduled.

Susan MacLeod is in receipt of a series of emails from the attorney (Patrick Wood) representing Mr Kevin Dunn concerning Mr. Dunn's property at 61 Thompson Street (M/L 015-002-002). Points discussed:

- Change of use of the property from commercial use to a commercial and residential use of the property.
- The Planning Board questioned whether the residential portion of the property meets the 750 square foot regulation that pertains to residential dwellings.
- Steve Heath, Safety Inspector, needs to inspect the property for adherence to all safety regulations and safety codes.
- Although this property is grandfathered for commercial use, there has been a change of ownership for which the new owner needs to come before the Planning Board for a Site Plan Review.
- Since there is no Site Plan Review on file in the Town Office for this property the new owner would need to come before the Planning Board for a Site Plan Review.
- Mr. Dunn lives on the second floor of the commercial building on the property. In an email, from Attorney Patrick Wood The attorney stated that there would be no painting on the

- property.
- The new business is not grandfathered.
 - At the Planning Board's Wednesday, November 1, 2017 meeting the property owner, Mr. Dunn, can come before the Board for a pre-application consultation. There will be review and discussion regarding the assessments and tax maps in relation to the river.

The Economic Development Committee had met with Ben Amsden from Plymouth State University in regards to projects that PSU students could assist the Town with. A list of potential projects has been forwarded to Mr. Amsden. The projects for the Planning Board suggested were:

- Creating a survey for the Master Plan update
- The students would analyze all raw information gathered from the survey.
- The PSU students would come to Planning Board meetings
- Other ideas of possible projects are being considered.
- The Planning Board would have contacts and oversee the projects

The Board discussed the issue of small light manufacturing businesses that have relocated to Ashland. Further discussion is needed before a decision can be made.

The Board discussed and approved a letter to be sent to the Selectboard relative to an absentee member.

ADJOURNMENT:

There was a motion to adjourn made by Leigh Sharps. Carol Fucarile seconded the motion. With all votes in the affirmative the meeting adjourned at 8:00 PM.

Minutes submitted by Paula Hancock