

**Ashland Planning Board  
Approved Meeting Minutes  
Wednesday, July 7, 2021**

CALL TO ORDER: Mardean Badger, Chair of the Board, called the meeting to order at 6:30 PM

MEMBERS PRESENT: Mardean Badger, Andy Fitch, Kathleen DeWolfe, Paula Hancock

OTHERS PRESENT: Keach-Nordstrom Associates, Inc. – Bridget Souza  
NFI – Paul Dann, Executive Director; Jan Williamson, Luke Reynard  
Elisabeth Peoples, owner of 71 Main Street  
John Kwiatkowski, High Life Building Co. Inc., abutter

DISPOSITION OF MINUTES

The Board reviewed the Wednesday, June 23, 2021, meeting minutes. Kathleen DeWolfe made a motion to approve the minutes as presented. Andy Fitch seconded the motion. Roll call vote 4-0.

PUBLIC HEARING CASE 2021-05 SITE PLAN REVIEW OF 71 MAIN STREET (T/M/L 016-012-001)

Mardean Badger opened the Public Hearing for Case 2021-05 for the Site Plan Review at 71 Main Street (T/M/L 016-012-001) at 6:32 PM. The Board reviewed the Application for Site Plan Review for completeness. Kathleen DeWolfe made a motion to accept the Application for Site Plan Review as complete. Andy Fitch seconded the motion. The motion passed on a 4-0 roll call vote.

Bridget Souza, representative for Keach-Nordstrom Associates Inc. presented the NFI proposal for the property at 71 Main Street. NFI proposes a change of ownership from Elisabeth Peoples to NFI; the closing is scheduled for August 31, 2021. There will be a change of use from a private residence to a congregate residence accommodating 8 residents. It was also noted that the property was previously used as a bed and breakfast. The parking lot will accommodate two ADA van spaces and two regular parking spaces. There will be a ramp constructed from the level of the parking lot to the level of the side door for handicapped access. The current gravel surface of the parking area will be paved. The width of the driveway entrance from Route 3 will be narrowed. NFI understands that since the property faces on Main Street, a state road, they will need to contact NH DOT regarding the state regulations and to obtain a state permit for the driveway.

John Kwiatkowski, an abutter, asked for more details about the proposal as well as the closing date for the project. Mr. Kwiatkowski asked about the use of the property and the nature of the clients. He was given a brief summary of the proposed property use (congregate housing for 8 adults with emotional/behavioral issues who are transitioning back to their communities) by Paul Dann. Mr. Kwiatkowski was directed to review the minutes of the May 26, 2021, Planning Board meeting. At that meeting the Planning Board met with NFI for a more detailed informal consultation of the project. Mr. Kwiatkowski was also directed to contact Ms. Susan MacLeod, Land Use Assistant, for a copy of the Site Plan.

Kathleen DeWolfe made the following motion: To accept and approve the Site Plan Review for 71 Main Street which will include the following conditions: that a copy of the NH DOT Permit for the driveway be filed with the Land Use Assistant and that NFI contact Steve Heath, so the property meets

all life safety requirements and obtain an occupancy permit. NFI will contact Scott Vien, Building Inspector, for any permits needed for any proposed interior changes. Andy Fitch seconded the motion. The motion passed on a 4-0 roll call vote. NFI will be sent the Notice of Decision. Mardean Badger closed the Public Hearing at 6:55 PM.

#### OTHER BUSINESS

Mardean Badger advised the Planning Board members that OSI has scheduled a webinar on “Mechanics of Land Use Boards” for Planning Boards on Thursday, July 15 from 12-1 PM.

#### ADJOURNMENT

Kathleen DeWolfe made a motion to adjourn. Andy Fitch seconded the motion. The motion passed. The meeting adjourned at 7:05 PM.

The next Planning Board meeting will be Wednesday, July 28, 2021, at 6:30 PM. at the 6 Collins Street conference room.

*Minutes submitted by Paula Hancock*