

**Ashland Planning Board
Approved Meeting Minutes
Wednesday, October 6, 2021**

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

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

OTHERS PRESENT: Patty Stewart, Inge Jacobs, Phee Grandbois

DISPOSITION OF MINUTES

The Planning Board reviewed the minutes from their Wednesday, September 22, 2021, meeting. Kathleen DeWolfe made a motion to accept the Wednesday, September 22, 2021, minutes as written. Andy Fitch seconded the motion. The motion passed on a 4-0 roll call vote.

CASE 2019-10 ASHLAND HISTORICAL SOCIETY (T/M/L 018-002-005)

At the Planning Board's September 22, 2021, meeting, Jane Sawyer reviewed the AHS progress toward obtaining a current valid insurance policy for the extension of the platform at the Railroad Station on Depot Street in Ashland, NH. At the Planning Board's October 6, 2021, the Board reviewed the written list of accomplishments as requested:

- "Massachusetts Bay Railroad Enthusiasts, Inc. who had given the Society a grant for \$1,000 for costs of the proposed platform extension was advised of the current status. Further inquiry was made if we could offset the grant funds with costs incurred to date.
- Information and materials as to the proposed project including the lease from the state were forwarded to a national railroad insurance company in Michigan.
- Information and materials as to the proposed project including the lease from the state were forwarded to five different insurance companies. So far three have indicated that they cannot assist the Society.
- A request was sent to the Hobo Railroad for a meeting to discuss any possible options such as the Society being an additional insured under its insurance.
- We finally received a response from our existing insurance carrier advising of an endorsement which will address the requirements of the lease with the State and will be affordable for the Society.
- Once the needed certificates are received from the insurance company the Ashland Historical Society can proceed with submitting the signed lease to the State for execution."

Ashland Historical Society was also asked to submit a Request for an additional extension through the Board's first meeting in 2022 being January 5, 2022. The requested additional extension was received by the Planning Board for review/action at their Wednesday, October 6, 2021, meeting. Kathleen DeWolfe made a motion to approve the additional extension to the Planning Board's first meeting on January 5, 2022. Andy Fitch seconded the motion. The motion passed on a 4-0 roll call vote.

INFORMAL CONSULTATION WITH PATTY STEWART 62 MAIN STREET (T/M/L 016-001-017)

Patty Stewart came before the Ashland Planning Board to discuss her proposal for a retail vintage shop named Roundabout New England and Thrift Shop to be located at 62 Main Street in Ashland (T/M/L 016-001-017). Ms. Stewart also proposed using part of her retail space for a satellite office for her insurance business. Ms. Stewart will come before the Planning Board at a future date to discuss her plans for her satellite insurance business office as a change of use at 62 Main Street. The Planning

Board advised her that 62 Main Street is in the Commercial Zone. Ms. Stewart was advised that a Waiver of a Site Plan Review would best meet the requirements of her retail business rather than a full Site Plan Review. The Waiver of a Site Plan Review was completed and submitted to the Planning Board at their Wednesday, October 6, 2021, meeting. The 62 Main Street location has gone from a former retail space to a current retail space. Kathleen DeWolfe made a motion to accept the Waiver of a Site Plan Review for 62 Main Street (T/M/L 016-001-017). Andy Fitch seconded the motion. The motion passed on a 4-0 roll call vote.

REVIEW OF ZONING ORDINANCE ARTICLE 9 COMMUNICATION DEVICES

The Building Inspector, Scott Viens, received an application for a building permit for the addition of an antenna to an existing US Cellular/Verizon cell tower by a third business entity. The cell tower is located near the sewer lagoons. The applicant was advised that he/she would need to come before the Planning Board with their proposal. The applicant contacted the Planning Board to ask what the applicant would need to present at their meeting with the Planning Board. Susan MacLeod, Land Use Assistant, will respond to the inquiry.

The Planning Board reviewed the current Zoning Ordinance, Article 9, pertaining to communication devices. The Planning Board made the following recommendations relative to the current proposed expansion of the cell tower:

- To research all previous Planning Board meeting minutes pertaining to the original meeting and initial installation of the original cell tower. These documents would reflect all original discussions/agreements verbal or written pertaining to the ownership and installation of the cell tower. The documents would include specific State and Federal regulations that regulated cell towers and their installation at the time of the original installation.
- Request that the current applicant submit to the Planning Board a complete list of current abutters of the proposed property.
- To request a full Site Plan Review with the possible waiving by the Planning Board of the abutters' notifications
- To give the Planning Board adequate time to research all pertinent documentation relative to the present cell tower history.
- To request of the applicant to explain to the Planning Board the specific additions and their location on the present cell tower.
- To establish the current owner of the cell tower and the current/proposed fees of the proposed additions to the cell tower.
- To request the hiring of experts at the applicant's expense if further clarification of the proposed project is needed.
- To request a site walk of the proposed property by member(s) of the Planning Board prior to any scheduled meeting with the applicant.

OTHER BUSINESS

The members of the Planning Board had an informal discussion with Ms. Inge Jacobs and Ms. Phee Grandbois where an explanation of the processes and procedures of the Planning Board was explained in more detail.

CORRESPONDENCE

The Planning Board received an inquiry concerning the Farnham Towing/Recovery business. After discussion the Planning Board concluded that the issue of the Farnham Towing/Recovery inquiry needed to be submitted to the Building Inspector/Code Enforcement officer Scott Viens for further investigation.

ADJOURNMENT

Mardean made a motion to adjourn. The motion was seconded. The motion passed. The meeting adjourned at 7:50 PM.

The next meeting will be Wednesday, October 27, 2021, at 6:30 PM at 6 Collins Street.

Minutes submitted by Paula Hancock