

February 2, 2016

Planning Board

Present were: Chair Ernie Alain, Regular Members Aline Boucher, Greg Estrella, Martha Creegan, Lori Langlois, Mark Evans, Tom McCue, Ex-Officio Member Lucie Remillard, Alternate Member Richard Cassidy, and Alternate Ex-Officio Member Bryan Chevarie. Absent was Alternate Member John White.

Public Comments – there were no comments

Approval of January Minutes

Mr. Estrella moved with a second from Ms. Boucher to approve the January 5, 2015 minutes. So moved, the motion carried.

Capital Improvement Plan Presentation

Ms. Laflamme distributed Capital Improvement Plan binders to the group. She explained that the definition of a capital project is any item or project which is expected to be \$10,000 or greater in cost and have a life expectancy of at least three years. The Board looked over the project requests and discussed certain items in more detail. Ms. Creegan asked who is responsible for establishing the priority of the project funding requests. Ms. Laflamme noted that the department heads ascertain the urgency of each item and City Council provides final approval of budget requests.

Mark Evans questioned if the Board was being asked to make recommendations on the project items. Ms. Laflamme replied that the Board isn't being asked to make final determinations on any of the projects but there is a statutory procedure that requires the Planning Board to address capital improvement plan before it is presented to City Council. Ms. Remillard added that Council is always open to recommendations throughout the budgetary process.

Mr. McCue asked if it was reasonable to have Moxie Alley upgrades deferred for five more years. Ms. Laflamme explained that the City is looking into potential grants to assist in the funding of any upgrades. It will be an involved process from project planning to completion.

Ms. Boucher moved to approve the 2017-2022 capital plan as presented, not necessarily the funding amounts; Ms. Langlois seconded and the motion carried. Mr. Evans and Ms. Creegan abstained from the vote.

Lot Mergers

Ms. Laflamme reminded the Board that they had recently unmerged three lots owned by Robert & Gemma King on Wilson Street per 674:39-aa. The property owners now wish to

merge two of these new parcels. Ms. Remillard made a motion to approve the merging of Map 133-Lot 41.02 and Map 133-Lot 41.03; Mr. Evans seconded and the motion carried.

The Board reviewed a lot merger application submitted by Frank Chappell. He owns a vacant lot that abuts his residence at 721 Fifth Avenue and wants to merge the two parcels. Ms. Boucher made a motion to approve the merging of Map 110-Lot 104 and Map 110-Lot 105; Mr. Evans seconded and the motion carried.

The Board reviewed a lot merger application submitted by Kathleen Buteau. She owns a vacant lot that abuts her residence at 242 Grafton Street and wants to merge the two parcels together. Ms. Creegan made a motion to approve the merging of Map 130-Lot 135 and Map 130-Lot 136; Ms. Boucher seconded and the motion carried.

The Board reviewed a lot merger application submitted by Donald Duquette. He owns two vacant lots behind his residence at 575 Western Avenue. He wants to merge the two parcels together with his 575 Western Avenue parcel. Ms. Remillard made a motion to approve the merging of Map 117-Lot 87, Map 112-Lot 27 and Map 112-Lot 28; Mr. Evans seconded and the motion carried.

The Board reviewed a lot merger application submitted by Brett and Kayleigh Chaloux. They own a vacant lot that abuts their residence at 39 Dustin Street and want to merge the two parcels together. Mr. Evans made a motion to approve the merging of Map 125-Lot 61 and Map 125-Lot 62; Ms. Remillard seconded and the motion carried.

Driveway Application –12 Industrial Park Road

Ms. Laflamme explained that she received a driveway application from Capone Iron and that all commercial curb cuts application are reviewed by the Planning Board. The group looked at the map of the property and discussed any potential conflicts or problems associated with the location of the cut. The Board agreed that the site plan review will answer many of the questions they currently have. Ms. Remillard made a motion to approve the curb cut as presented; Mr. Evans seconded and the motion carried.

Project Updates

The Office of Energy and Planning will be holding its spring zoning conference on April 23rd in Concord. A flyer of this conference will be emailed to the Board.

Ms. Laflamme noted that Jen Myers, the new Administrative Clerk for the Code Enforcement and Housing Departments, is currently working on a spreadsheet for site plan review regulations. She will be a great asset for the City.

Other Business

Ms. Laflamme explained that the City has been approached by a local business regarding a LED sign that they want to install. The Board had two initial concerns when discussing LED lighting – brightness and the frequency which the screen changes. The Planning Board has been reluctant to allow these signs in the past and Ms. Laflamme wanted to know if they

would entertain discussing the approval of such signage. After a brief discussion the group indicated that they would be open to reviewing such a proposal.

Public Comments – There were no comments

Member Comments

Several members of the Board questioned the activity that is happening near the Twelfth Street Bridge. Ms. Laflamme explained that the owners are putting together a site plan, however, it is not ready for the Board's review.

The group discussed any feedback they've received from Berlin residents regarding the now-operational wind turbines on Jericho Mountain. The group has not received much criticism about the noise thus far.

Planner Comments – There were no comments

There being no further business to come before the Board, Mr. Evans moved to adjourn; Mr. Cassidy seconded and the motion carried. The meeting ended at 8:15 p.m.

Bryan Chevarie
Assessing Coordinator