

PLANNING BOARD MINUTES  
September 12, 2012

**APPROVED as clarified:**  
**9/26/12 jrl\_\_\_\_\_**

AGENDA: LOT LINE ADJUSTMENT: TOWN OF BRISTOL/KEVIN M. & THERESA  
A. GETTY, 35 & 51 Pleasant St., #114-179 & -181  
MINOR SITE PLAN: JAMES & TERESA ADAMS, 50 S. Main St., #114-139  
SITE PLAN: FREUDENBERG-NOK/RENE LEFEBVRE, 450 Pleasant St.,  
#225-002  
PCC: STEPHEN BLEILER, Lake St., #112-002  
PCC: J. P. MORRISON JR., Summer St., #223-089  
PRESENTATION OF THE CAPITAL IMPROVEMENTS PLAN

ATTEND: Denice DeStefano (Chairman), Dan Paradis (Vice Chair), Murray Campbell,  
Elizabeth Seeler, Steve Favorite (alternate)

ABSENT: Phil Dion (Sel. Rep. -away). Janice DellaCroce (working), Clay Dingman  
(working)

OTHER: Michael Capone (Town Administrator), public

The meeting opened at 7:00 p.m. Mr. Favorite was named to sit in for Mr. Dingman. Ms. DeStefano stated that we have a quorum and thanked everyone for coming. Mr. Capone requested to have his hearing moved to the end so as to expedite those with concerns for the attending public.

**SITE PLAN REVIEW: FREUDENBERG-NOK/RENE LEFEBVRE**

The secretary read the application, the list of abutters notified, where the hearing was noticed, and stated that there were no telephone calls or written statements received and there were no Dept. Head comments.

The Board went over the checklist. Soils were questioned. Mr. Lefebvre stated that he can get the wetlands delineation that he already has. Everything will be outside of that, he added. Ms. Seeler pointed out that hydric soil is shown within the building on the preliminary plan. When questioned, Mr. Lefebvre stated that there will be no change to utilities and no change to exterior lighting. The Board questioned the missing impervious surface calculation as well as the parking calculations. Mr. Lefebvre stated that the new addition will mean 10 new jobs. Mr. Paradis read the parking calculation requirement: 1 Y4 spaces per employee on the largest shift. Mr. Lefebvre stated that no loading or signs will be needed for this project. The completion date is set for Dec. 31 st. There are to be two 3' catch basins which are to catch roof drainage, Mr. Lefebvre mentioned. Drainage also goes through the building to a drainage system below.

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**FREUDENBERG-NOK continued:**

Mr. Lefebvre stated that they will use black fences for erosion. The Board stated that he needs to put any waivers on the plan.

Ms. DeStefano then listed the issues brought up:

#7 Outdated professional stamp & signature -The Board determined that this is needed.

#12 Setbacks -These may be waived.

#25 Soil types and boundaries -Need to add to the plan.

#28 Wetland delineation -Needs to be clarified.

#31 Utilities -Water lines, telephone lines, etc. need to be added.

#34 Impervious calculations -Need a note on the plan.

#35 Parking calculations -Need a note on the plan.

#42 Drainage calculations -Need a note with the total roof calculations included. Mr. Favorite added that it should show where drainage is headed.

#43 Erosion and sediment control- Note on plan.

Mr. Paradis mentioned that these are all in the Site Plan Regulations, which are on the internet. Sandy Despina, abutter, stated that she is in favor of the plan.

Mr. Lefebvre asked for a continuatiQn to our workshop meeting, Sept. 26th.

E. Seeler made a MOTION, second by M. Campbell, to CONTINUE THE HEARING FOR FREUDENBERG-NOK TO SEPTEMBER 26, 2012 AT 7:00 P.M. The motion CARRIED.

**MINOR SITE PLAN REVIEW: JAMES & TERESA ADAMS (DOWNTOWN TAVERN)**

The secretary read the application, the abutters notified, where the hearing was advertised, and stated that there were no phone calls or written statements received and that there were no Dept. Head comments.

When asked, Ms. Adams stated that they would like 3 lights above the door underneath the roof overhang and illuminating straight down. Mr. Paradis mentioned that they also need to show the gate in the rear. Ms. Adams pointed out the area for the lights and for the gate.

E. Seeler made a MOTION, second by M. Campbell, to APPROVE THE APPLICATION AS COMPLETE. The motion CARRIED.

**ADAMS MINOR SITE PLAN continued:**

Mr. Paradis was concerned about the operating hours and added that the patio is already in place. The nearest neighbor is about 100' away but noise may be an issue. Ms. Adams stated that she owns the property and that Joe leases it from her. She added that he is usually closed by 10:30 or 11:00. Mr. Paradis feels that this is a concern. Ms. Seeler stated that we required lighted signs to be off at 10:00 p.m. on other properties. Mr. Paradis added that late drinking gets loud.

Dave Powden, abutter to the rear, stated that they hear no noise except for the dumping of bottles in the trash can. However, they are concerned with parking as there is only one way in and out. He asked if the property has been surveyed. Ms. Adams answered that she only has the deed when purchased. Mr. Powden stated that the Tavern has been okay and Ms. Adams said that they have not used the patio yet. The State Liquor Commission has been there. Ms. Seeler thought we might need to look at the operation of hours for the patio. Ms. Powden asked if there will be music. Mr. Powden asked how or if the Board could restrict music on the patio. Mr. Paradis stated that the Board can regulate it. He added that live entertainment is loud. Ms. Adams stated that nothing live would be used according to what Joe has said. Mr. Favorite asked if we could have the music off by 10:00 p.m. Ms. Powden asked why the Patten's were not notified and it was determined that they are not a direct abutter. Mr. Powden asked about the parking and Ms. Adams stated that it used to be open on the Beech St. side but folks cut through a lot. Ms. Powden mentioned that they now turn around in the Powden's driveway instead.

With no other comments forthcoming, Ms. DeStefano thanked everyone for their comments.

D. Paradis made a MOTION, second by S. Favorite, to APPROVE THE MINOR SITE PLAN FOR JAMES & TERESA ADAMS WITH THE CONDITIONS THAT OUTSIDE MUSIC ENDS BY 10:00 P.M. AND THE PATIO CLOSES BY 11:00 P.M. The motion CARRIED. The Board signed the plans.

**PCC: STEPHEN BLEILER**

Mr. Bleiler showed photos of an old gas light that he has obtained. He would like to use it with a bracket for his sign out front. He plans on changing it to electricity with a low illuminated bulb. He would also like to place a light, down-facing, on the corner of the building so as to light the walkway when it gets dark. It will be off after closing time. The State has required handicap access with a ramp and the added porch.

Ms. DeStefano referred everyone to page 35 for amending plans. She read the requirements and the Board felt these to be minor changes without a full hearing.

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**BLEILER PCC continued:**

S. Favorite made a MOTION, second by E. Seeler, to AMEND THE SITE PLAN OF STEPHEN AND NANCY BLEILER TO ALLOW THE NEW ADDITION OF LIGHTING. The motion CARRIED.

**PCC: J. P. MORRISON JR/KEVIN FRENCH**

Ms. DeStefano advised everyone that a PCC is not binding on either the applicant or the Board. Mr. French stated that they wish to divide the building from Dunkin Donuts. They will need a variance for using the same frontage as the State will only allow the one access. They will also need a variance for relief from the required 2 acre minimum in the Pemi-Overlay district. The property is serviced by Town water and sewer.

Ms. DeStefano stated that they will need to go to the Zoning Board first before coming in for this subdivision. Mr. Paradis asked about parking in the back and Mr. French will show this on the plan. As voting day happens on the next scheduled ZBA meeting date, they have canceled that meeting. The secretary shall ask the Chairman about holding it on another day in November and will get back to Mr. Morrison. Otherwise, the next scheduled date will be in December.

**LOT LINE ADJUSTMENT: TOWN OF BRISTOL/KEVIN & THERESA GETTY**

The secretary read the application, the abutters notified, where the hearing was advertised and stated that there were no phone calls or Dept. Head comments received. There was one written correspondence, which Ms. DeStefano read. It was from the Masons who are in approval.

Mr. Capone explained that the two library lots have been merged and now we wish to adjust a lot line with the Getty's (gaining 1.4 acres in exchange for making 6 dedicated parking spaces for them with an access through our parking lot). This would allow us to increase our parking area in the rear of the library as well as the parking spaces out in front.

E. Seeler made a MOTION, second by S. Favorite, to APPROVE THE LOT LINE ADJUSTMENT FOR THE TOWN OF BRISTOL AND KEVIN AND THERESA GETTY. The motion CARRIED.

**CIP PRESENTATION: MURRAY CAMPBELL (CIP CHAIRMAN)**

Mr. Campbell explained that the CIP committee has been in effect for 6 years and has changed this year from 5 to 7 members. The plan covers capital items of \$1 0,000 or more and/or with a shelf life of 3 years or more. Their object is to hopefully prevent tax spikes.

**CIP PRESENTATION continued:**

Mr. Campbell stated that, in the past, they have experienced problems, and are now asking "how would you budget?". All in 2013, by Capital Reserve accounts, by Bonding, or just not buy.

Mr. Campbell stated that no-one budgets for a single year. It is required that the CIP committee must budget for a minimum of 6 years; we do it for 10 years. One Budget Committee member has said that the CIP has not been very successful and Mr. Campbell pointed out the various items that have been approved over these 6 years. He went on to say that the committee visits the departments and then invites the Dept. Heads back in to speak with us once more. We use Capital Request forms that they fill out (these are available to the Public, as well).

Mr. Campbell mentioned that another Budget Committee member feels that Capital Reserve funds are unfair as people may move or die and not get use of an item that they paid for. The committee is charged with trying to prevent tax spikes. The Budget Committee seems to favor appropriations in the year of the purchase, which will cause spikes. Mr. Campbell then distributed copies showing how the Budget Committee approach affects the bottom line and how the CIP committee plan affects it. The committee does recommend some lease-purchase items, as well.

Mr. Campbell then explained that the Highway Dept. needs a new vacuum truck at a cost of \$270,000. Mr. Bucklin, Highway Superintendent, is looking into a used truck for \$100,000 - \$120,000. He still thinks that he may be able to get one but the full funds have to be available at the time of purchase. Mr. Campbell went on to say that the years 2013 through 2017 are our most critical. He then gave out copies of this year's CIP plan.

Mr. Campbell also mentioned the possible Police expansion of this building. Mr. Favorite added that our Police Dept. has been graded and given an "F" in a State audit. They need a sally port and a juvenile holding area mainly. Mr. Campbell added that they can put additional parking out back and will only need changes to a few walls inside. Initially, the town office has to be here but will need to be moved at some point. The Police Chief estimates that, with the changes, it will make them okay for 20 -25 years. Mr. Favorite added that fill from here to make the added parking space can be used for the Transfer Station improvements.

Mr. Favorite stated that the Fire Department has a problem of fitting in all their equipment. Mr. Campbell added that an even greater problem is that the back wall is separating. That is not listed in the CIP as the maintenance fund might take care of it. The old Hydraulic set of tools need to be replaced. One set broke and has been repaired but the old sets no longer work well on new vehicle materials.

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**CIP PRESENTATION continued:**

Mr. Campbell went on to say that we are expecting to get a 50-50 grant for a generator for this building (cost of \$13,000). The old Forestry Truck (1964 more or less) needs to be replaced. The Fire Chief is recommending a bare bones pickup to also be used for transporting people and equipment when not in use for a forest fire.

Mr. Favorite stated that Engine 4 is on its last legs and we are hoping to get it through another year. Mr. Campbell then asked for the Planning Board's approval of this presentation, which will be given to the Selectmen and Budget Committee.

E. Seeler made a MOTION, second by D. DeStefano, to APPROVE THE CIP PRESENTATION FOR THIS YEAR. The motion CARRIED and Ms. DeStefano thanked the committee for all of their hard work. Mr. Favorite stated that he feels that the Budget Committee should visit the various Departments, as well.

**MINUTES OF AUGUST 22, 2012:** The following amendments and clarifications were made: Page 3, Land Use -Dan Paradis, first line, following the first sentence, insert "He summarized the comments and recommendations he had made earlier in an e-mail." Page 4, Conservation-Elizabeth Seeler, 2nd line, change "Fishery" to "Fish Farm".

S. Favorite made a motion, second by M. Campbell, to approve the minutes as amended and the motion carried with one abstention.

**CORRESPONDENCE:** Ms. DeStefano read the important parts of the DES Fire & Life Safety Inspection Report for the Newfound Boat Shoppe. She asked the secretary to pull the Site plan for next time for us to look at. It was noted that we no longer have "building permits" but they are called "land use permits". Ms. Goodwin, Admin. Assistant to the Assessor and in charge of these permits has revised them and they are now on the web site. She also notified the Board of what has been done in regard to a sign for the Bristol Treasure Chest Consignment Shop. There were 2 DES Approvals for Operation for Michael Hayward and for Steve Weisman and 3 DES Approvals for Construction for Michael Hayward, Steve Weisman, and Corey Johnston.

**UNFINISHED BUSINESS:** Mr. Dingman(HDC Chairman) and Mr. Dion (Sel. Rep.) were not in attendance to report. Mr. Campbell had just presented the CIP presentation.

**NEW BUSINESS:**

Mr. Capone stated that Joe SantaMaria has been in for a building permit for 343 Lake St. This property has 2 rentals which he demolished. He would now like to construct a 6 unit building. Mr. Capone asked if he has come in to the Planning Board and was told that he has not but needs to come in as anything over 2 units requires Site Plan.

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**NEW BUSINESS continued:**

Mr. Favorite asked about the Brownfield grant in regards to the Reynolds building. Mr. Capone said that there might be leftover funds to correct a foundation problem there but he has not heard back as yet.

Mr. Favorite stated that the Lakes Region Planning Commission has been named as the most active in the state. Intersections (4600 of them) are being looked at due to the high death rate.

**NEXT MEETING:** Our next meeting will be Sept. 26, 2012 at 7:00 p.m. It is a Workshop meeting but we shall hold the continued Freudenberg-NOK Site plan. We also have Peter Voorhees of Plymouth coming in to speak with us and Ms. DeStefano has a long list of items to work on.

With no other business before the Board, E. Seeler made a motion, second by S. Favorite, to adjourn at 9:50 p.m.

Respectfully submitted,  
Jan Laferriere, recording secretary