

**TOWN OF PITTSFIELD
PLANNING BOARD
TOWN HALL, 85 MAIN STREET
PITTSFIELD, NH 03263**

MEETING MINUTES OF Thursday November 7, 2019

ITEM 1. - CALL TO ORDER

Call to order at 7:03 P.M. by Paul Nickerson Chairman. He advised those present that all questions are to go through the chairman, and that all there is to be no side conversations during the meeting in the audience, or on the board.

ITEM 2. – ROLL CALL

MEMBERS PRESENT

Paul Nickerson Chairman
Clayton Wood Vice Chairman
Matt St. George
James Adams – Ex officio Alternate
Adam Gauthier – Alternate

MEMBERS ABSENT

Daren Nielsen
Carl Anderson – Ex officio Alternate
Arthur O'Hara – Alternate
Ray Ramsey - Alternate

James Adams sat in for Carl Anderson, and Adam Gauthier sat in for Daren Nielsen at this meeting.

MEMBERS OF THE PUBLIC APPEARING BEFORE THE PLANNING BOARD

None.

ITEM 3. – PUBLIC INPUT

None. Paul Nickerson closed public input at 7:05 P.M.

ITEM 4. - APPROVAL OF THE MINUTES OF THE OCTOBER 17, 2019 MEETING

Clayton Wood: I make a motion to accept the Minutes from October 17, 2019 as written.

Adam Gauthier: Second.

Discussion: None.

Vote carries 5-0-0 Paul Nickerson – yes, Clayton Wood – yes, Matt St. George – yes, Adam Gauthier – yes, Jim Adams – yes.

ITEM 5. – PUBLIC HEARING

Paul Nickerson read the public hearing notice:

The Pittsfield Planning Board will hold a meeting pursuant to RSA 676:4, I, (c), (1), to determine whether a submitted application for site plan approval is complete according to the board's regulation. The time and place of the meeting is Thursday, November 7, 2019, 7:00 P.M., at the Pittsfield Town Hall, 85 Main Street, Pittsfield, NH. The applicant's name and address are Rymes Propane & Oil, 257 Sheep Davis Road, Concord, NH 03301.

The proposal is to construct a fueling depot with (2) 21,000 gallon above ground propane tanks and (2) 30,000 gallon below ground heating oil tanks, with parking, on the subject property identified as Tax Map R15, Lot 6-3.

The proposed work area is located at Suncook Valley Road, owned by Heirs of Patricia R. Carson, TEE/Chris Carson, Trustee, & Kathleen Beltrami, Trustee.

The application for a site plan approval is on file for public inspection at the Town Hall, 85 Main Street, Pittsfield, NH.

Clayton Wood stated that he believes that this application has Regional Impact concerns, and as such, he would like to discuss his concerns with the board before moving forward. He went on to say that some of his questions are regarding ground water issues, and the oil tanks. Clayton Wood also stated that he feels that the surrounding fire departments should weigh in on this application as they are mutual aid for our fire department.

Jim Adams stated that Capital Area Mutual Aid Fire Compact is the organization that Pittsfield works with and Barnstead works with Lakes Region Mutual Fire Aid Association. He agreed that these organizations should be contacted regarding this application.

Adam Gauthier stated that he agreed with alerting the surrounding Mutual Aid Fire organizations, that Chichester and Epsom be notified due to the river, and inquired if Allenstown should be noticed as well.

Clayton Wood stated that the board has to clarify the entities that will be noticed for this application.

Paul Nickerson stated that the chances of having issues are slim but the board has to be sure that they take all of the concerns into consideration. He discussed potential concerns of fire/explosion, water contamination, soil contamination, and length of time that it could take to clean the water.

Jim Adams suggested advising the applicant what the board would be looking for in their site plan application, so when they come back to meet, they will already know what is required of the zoning ordinance. He said that the applicant should know what is required for safety.

Clayton Wood stated that the regional impact of this application is the only issue to be discussed, now that it is being determined to have a regional impact. He said that the board cannot discuss the merits of the application.

Adam Gauthier: I move the determination of regional impact of this application, and further move to notify the Towns of Chichester and Epsom due to the possibility of ground water runoff impact, and to notify the Capital Area Mutual Aid Fire Compact for any fire concerns they may have.

Clayton Wood: Second.

Discussion: Matt St. George asked if the application could be discussed as a conceptual application.

Clayton Wood stated that he did not feel it was a good idea to have any further discussion with the applicant on this application, now that it is determined to have regional impact. He also stated that he felt this application was past the conceptual stage.

Vote carries 5-0-0 Paul Nickerson – yes, Clayton Wood – yes, Matt St. George – yes, Adam Gauthier – yes, Jim Adams – yes.

Paul Nickerson stated that the meeting will be continued to Thursday, December 5, 2019.

Matt St. George asked if the abutters who have already been notified of this application would be re-notified or not, as this will be a continuation of the application at the December 5, 2019 meeting.

Clayton Wood stated he felt that all of the abutters, should be notified as well as those voted upon previously, via certified mail. He said that the draft minutes should also be included in the notification.

Matt St. George stated he felt that as the abutters had been notified of the original meeting, then they should not need to be re-notified, and that is his opinion.

Clayton Wood stated that while they have not had many regional impact applications, it has been the practice to re-notify the abutters to include the draft minutes, so they are aware that the application is now considered as having regional impact. He went on to say that he did not feel that the board should address any concerns of abutters at this meeting as the application has not been officially reviewed, and the board cannot address any of the concerns stated.

Paul Nickerson stated that the board cannot act on any issues or concerns that abutters have at tonight's meeting but opened up the meeting to any concerns.

- a. An audience member stated that his concerns are regarding the lighting and screening, which he will address at the next meeting. He said it appears that the application addresses these issues but due to it being in a residential area, he has questions for the applicant.
- b. Paul Nickerson asked the applicant about the boundary on the plan which shows temporary boundary notations. He asked if the applicant was going to lease the area, or if they were going to purchase the entire parcel. Dan Flores, of SFC Engineering stated that the notations are temporary bench marks, to show where the control area will be during construction, and will be removed when completed. He stated that the entire parcel will be purchased. Adam Gauthier stated he did not feel this was a consideration to this application. Paul Nickerson said that he wanted to know if it would be leased or purchased, and Dan Flores stated that yes, it will be purchased.

Paul Nickerson closed the public hearing at 7:34 P.M.

ITEM 6. – SELECTMEN’S REPORT

- a. Jim Adam stated that the board is in the process of creating a Memorandum of Understanding to go before the members of the AFT Union for a vote, as the board is looking to change the structure and have a combined Code Compliance Officer, which would be the zoning administrator, and would be the building inspector as well. This position would be 15-20 hours per week. This person in this position would work with the ZBA, and boards, and be available to the public. He stated that this issue is still in the process and needs to go before the Union before moving forward.
- b. Jim Adams stated that the Select board has interviewed a minute taker, and as long as the background check is clear, this person would be hired to take the minutes of the Board of Selectmen, Planning Board, and Zoning Board of Adjustment’s meeting minutes. Clayton Wood asked if this person would be attending the December 5, 2019 meeting, to take the minutes at that planning board meeting. Jim Adams was hopeful that the minute taker could be at the December 5, 2019 meeting.

Jim Adams advised the board that Ammy Ramsey has found a position in the City of Portsmouth Clerk’s Office, and it is fulltime with benefits. The board members were glad to hear that Mrs. Ramsey has secured the new position, and they thanked her for her work with taking the minutes for the Planning Board.

Paul Nickerson asked for clarification from Jim Adams, about the position he discussed, and asked if the position that the Selectmen were proposing was an administrator for the Planning Board as well. Jim Adams said no, this position would be to have someone available at the meetings should any issues or questions come up during a meeting.

- c. Jim Adams advised the board that the State of NH DOT has been made aware of the lights at Route 28 and Leavitt Road, where there have been a few issues where the light turned green on one side, and was still yellow on the other side.

ITEM 7. – MEMBERS’ CONCERNS

Clayton Wood stated that Carl Anderson had advised the board a few weeks ago about the Master Plan Committee making a recommendation to increase the lot size to 5-acres in the Rural Zoning District. He said he wanted to have the Master Plan Committee members come to talk with the Planning Board. Clayton Wood said that the board had tried doing this two other times, where they placed it on the ballot but it did not pass either of those times.

Matt St. George stated that someone could bring this forward as a citizen’s petition as well. The board members agreed with this statement.

Paul Nickerson discussed the history of the Rural Zoning District going from 5-acres, to 3-acres, to 2-acres.

Clayton Wood stated he felt that the Master Plan Committee's recommendations should be heard, and they should come before the Planning Board to have this discussion. He also discussed the need to hold a public hearing if the board receives a citizen petition for Zoning Ordinance Amendments.

Paul Nickerson stated that if the board did not want to put a Zoning Ordinance Amendment forward from the planning board, he would submit it as a citizen petition.

Clayton Wood said he wanted to speak with the Master Plan Committee before moving forward.

Paul Nickerson brought up the zoning ordinance referencing oil tanks. He stated that the ordinance should have specified home heating oil, not just the fuel oil, which it contradicts the state laws, and he wants to change the wording.

Clayton Wood stated that he was not comfortable discussing this but if Chairman Nickerson had an issue with the wording of the ordinance, then it should be addressed, during the discussion of zoning amendments. It would have nothing to do with the current application, and he doesn't see it being an issue right now.

Matt St. George stated that he does not want to connect this discussion about Paul Nickerson's concerns of the zoning ordinance wording with the current application. He does not believe that it has anything to do with the application and wanted to be clear that he feels it should be discussed at a different time.

Discussion began regarding other surrounding town's ordinances, and other locations of fueling depots. Paul Nickerson indicated that he had personal knowledge of a fueling depot in another community, and started to discuss what he knew regarding that particular project. The board members moved to adjourn.

ITEM 9. – ADJOURNMENT

Adam Gauthier: I make a motion to adjourn at 8:05 P.M.

Clayton Wood: Second.

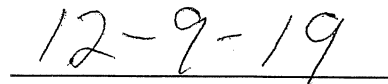
Discussion: None.

Vote carries 5-0-0 Paul Nickerson – yes, Clayton Wood – yes, Matt St. George – yes, Adam Gauthier – yes, Jim Adams – yes.

Approved:



Paul Nickerson, Chairman



Date