

Town of Swanzey, New Hampshire  
**Swanzey Planning Board**  
Meeting Minutes – December 11, 2014

*Note: Draft Minutes are subject to review, correction and approval by the Board. Review and approval of Minutes generally takes place at the next regularly scheduled meeting of the Board.*

The regular meeting of the Swanzey Planning Board was called to order at 6:00 p.m. by Chair Glenn Page. Members present: Glenn Page, Scott Self, Joe Smith, Gus Lerandeau, Alternate Don Skiba and Alternate Jim McConnell. The roll call and agenda for the meeting was read by Chair Page. Page seated Skiba for Fuerderer and McConnell for Goller.

**Absent:** June Fuerderer, Jeff Goller, Alternate Jane Johnson

**Others Present:** Director of Planning and Community Development Sara Carbonneau, Dave Bergeron from Brickstone Land Use Consultants, LLC, and John Bridges, Licensed Land Surveyor.

**Minutes:**

- Minutes from November 13, 2014 were considered. There was a **motion** by Self to approve the Minutes of November 13, 2014 and a second by McConnell. All were in favor except Smith and Lerandeau who abstained. All were in favor. ***Motion passed.***

**Regional Impact:** Board members considered whether any items on the agenda could be construed as having the potential for regional impact. **Motion** made by Skiba that no items on the agenda could be reasonably construed as having the potential for regional impact. Second by Smith, no further discussion, and all were in favor of the motion. ***Motion passed.***

**A. PUBLIC HEARINGS -**

Public Hearing opened at 6:03 p.m.

1. **Boundary Line Adjustment** between Tax Map 63, Lot 10-1 and Tax Map 62, Lot 13-1. Tax Map 63, Lot 10-1 is owned by Sherman & Marjorie Lovering Trust and Tax Map 62, Lot 13-1 is owned by Anthony Dubois, III and Joseph Dubois. The properties are situated off Winch Hill Road and are located in the Rural/Agricultural District. Continued from November 13, 2014.

John Bridges was present to discuss surveying of the properties. He said the property owners had not been aware that some past errors were made regarding the property boundaries. Bridges said the property owners resolved the errors between them, basically splitting the difference down the middle. No abutters were present to comment.

The Chair closed the Public Hearing at 6:05 p.m.

**Motion** was made by Lerandeau to approve the boundary line adjustment between Tax Map 63, Lot 10-1 and Tax Map 62, Lot 13-1 where Tax Map 63, Lot 10-1 is owned by Sherman & Marjorie Lovering Trust and Tax Map 62, Lot 13-1 is owned by Anthony Dubois, III and Joseph Dubois for properties situated off Winch Hill Road and located in the Rural/Agricultural District. There was a second by McConnell and no further discussion. All were in favor. **Motion passed.**

Public Hearing opened at 6:06 p.m.

2. **Brickstone Land Use Consultants, agent on behalf of Thomas Swanzey Real Estate, LLC**, wishes to construct two additional self-storage buildings (total of an additional 5,100 square feet) on property situated at 439 West Swanzey Road and is shown at Tax Map 55, Lot 6 situated in the Commercial/Industrial District.

Dave Bergeron from Brickstone Land Use Consultants, LLC, displayed a site plan for the property. He pointed to the areas where the additional storage buildings would be positioned. Bergeron said one building is planned to fit into the gravel area at the rear of the property. The second building will go further to the east - one unit in the easterly building will be used for the owner's equipment with a hole in the floor to access the well on the site. Bergeron said the electrical is underground and lighting will remain the same type as present on the existing units. In regard to traffic, he noted that a request has been submitted to New Hampshire Department of Transportation (NH DOT) as to whether there is need for a modified driveway permit. Current permit is for about 88 vehicles a day and that is not expected to change according to Bergeron. Drainage for the property was discussed. Bergeron said retention ponds will be added around the building to the rear of the property and the pitched roof will drain into the retention ponds. Since the new buildings will rest on land that was graveled, lot coverage remains at about 44%. He also noted that parking is plentiful on site, the gate will remain the same, colors will remain the same, and there will be no changes to other areas.

Self asked about the road to the new storage building to the rear of the property. Bergeron said the width is 16 feet but it could be made wider if necessary. There are no fences in back. There were no further questions and no comments from the public.

The Chair closed the Public Hearing at 6:13 p.m.

**Motion** was made by Skiba to approve the request of Thomas Swanzey Real Estate, LLC to construct two additional self-storage buildings for a total of an additional 5,100 square feet on property situated at 439 West Swanzey Road and shown at Tax Map 55, Lot 6 situated in the Commercial/Industrial District subject to approval by Fire Department and Code Enforcement for new internal access drive to the most westerly buildings and approval from NH DOT, if required, regarding the driveway permit. There was a second by Self and no further discussion. All were in favor. **Motion passed.**

## **B. OTHER APPLICATIONS –**

- 1. Attached Sign Permit Application** – Powers Guarantee Generator wishes to install a 32 square foot attached sign on property at 5 Business Center Drive, Tax Map 36, Lot 5. The property is situated in the Business District.

Carbonneau noted the sign is for the front of the building and it is well within the square footage allowed for such signs.

**Motion** was made by Lerandeau to approve the request of Powers Guarantee Generator to install a 32 square foot attached sign on property at 5 Business Center Drive, Tax Map 36, Lot 5 situated in the Business District. The motion received a second from Smith and there was no further discussion. All were in favor. **Motion passed.**

### C. DISCUSSIONS/OTHER BUSINESS –

- 1. Dollar General** - Carbonneau informed the Board that Dollar General is requesting of the State of New Hampshire a permit to sell beer, wine, and tobacco and that she received this information via email. They request that these additional retail sales be accepted as part of the approved site plan.

Lerandeau asked about notification to the Town coming in by email and whether email is acceptable as proper notification. Carbonneau pointed out that Dollar General will need to go to the State for licenses and the State will come to the Town for approval. Page said retail sales are retail sales. Self noted that a certified letter protects the writer of the letter; it is to the requester's advantage to use certified mail, with no potential harm to the Town. Carbonneau said it is fairly common to receive communications via email. Lerandeau noted that in the past email was not acceptable. Carbonneau said there is nothing in the Town's regulations that prohibits use of email to communicate. The only party that would be hurt would be the requester, not the Town. Carbonneau acknowledged that there are communities that do require special permits for alcoholic beverages but the Town of Swanzey does not.

**Motion** was made by Skiba to respond to a request when received from the State of New Hampshire that approval is granted for Dollar General to sell beer, wine, and tobacco. The motion received a second from Self. Discussion continued regarding the acceptability of email documentation. All were in favor. **Motion passed.**

- 2. Meeting & Schedule Reminders**

Carbonneau reminded the Board that there will not be a meeting on December 25, 2014 and that the next meeting will be January 8, 2015. Carbonneau also said she will be sending out a schedule for Town Bond Hearings, Public Hearings, Town Meeting, Deliberative Sessions, etc. and asked Committee members to note these on their calendars.

- 3. Other Committee work**

Carbonneau mentioned that beginning the third Thursday in January the Master Committee will continue its work.

She also noted that the West Swanzey Water Study Committee will be presenting their results to the Board of Selectmen next Tuesday, December 16, 2014 at 6:15 p.m. Skiba spoke briefly about the summary – the groundwork is completed should the Town need/want to take over the water system at some future date. Right now the recommendation to the Board of Selectmen is to take no action. However, he noted the Town can move quickly should the need arise.

Page mentioned the Committee learned if the current owners, the Brown family, abandon the system, the Public Utilities Commission (PUC) would handle the receivership and try to find a buyer. First choice is for the municipality to take it over, but there is no obligation for the Town do so. Page also noted the backup generator for the water system did not work during the last storm.

Carbonneau mentioned that well number three was never permitted, or the records for the permit cannot be located. Well number three would have to go through the permitting process. Skiba said that if the Browns do go into receivership, it is a good situation for the Town since receivership is like a bankruptcy. He also noted that the PUC has set up many restrictions to discourage small public utilities.

#### **Adjournment**

**Motion** to adjourn was made by Smith, seconded by Lerandeau, with all in favor. ***Motion passed.***

Adjournment occurred at 6:32 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Beverly Bernard", written in a cursive style.

Beverly Bernard, Recording Secretary