

WEARE PLANNING BOARD  
Final Minutes of the Meeting  
Of April 14, 2016

**Present:** Craig Francisco (Chairman), Frank Bolton (Vice Chair), Neal Kurk (Secretary), Bruce Fillmore (Member), Tom Clow (Exofficio), John Vanloendersloot (Alternate), Chip Meany (Land Use Coordinator), Tina Ripley (Minute Taker)

**Guests:** Chris Boulia, Marsha Boulia, Deb Izwicki, Andy Izwicki, Sylvia Von Aulock

**I. Call to order.**

The meeting was called to order at 7:00 p.m. by Chairman Francisco.

**II. Conceptual Review - Christopher Boulia - 220 River Road - build a small building for machine shop, doing light industrial manufacturing.**

Mr. Meany said Mr. Boulia is in compliance with zoning which mean he shouldn't have to file a site plan. Chairman Francisco asked Mr. Meany what he meant by Mr. Boulia is in compliance. Mr. Meany said Mr. Boulia is in a Rural/Agricultural Zone which allows home businesses and said he has a business next door that is not exactly the same. Mr. Boulia said right now he runs his business (Straight Line Machining) in Merrimack, NH and has been in business for ten years. Mr. Boulia said he would like to move his business to his house and build a small building for a machine shop. Mr. Boulia said it would be an approximately a 30' x 60' building. Mr. Boulia said it would be low impact on traffic, minimal stock deliveries, UPS deliveries, and said he doesn't have any employees. Mr. Boulia said he has a couple of machining centers, bridge port and lathe and cut-off saw. Mr. Boulia said he makes component parts for all types of industries, food packing machines, 3D printing companies, box folding machine company. Mr. Boulia said it is a job shop; he takes orders in, quotes the job and then sends out by UPS or delivers it himself. Mr. Boulia said it is a small operation. Mr. Boulia said right now he is in an old railroad station in Merrimack, NH along the railroad tracks. Mr. Boulia said he would like to get the equipment on concrete and at the house.

Mr. Vanloendersloot asked what the hours would be. Mr. Boulia said the delivery hours would be 7:00 am - 4:30 pm. Mr. Boulia said he may stay late himself, but there wouldn't be any traffic coming in or out. Chairman Francisco asked if Mr. Boulia is doing a home-based business and Mr. Meany said yes. Chairman Francisco asked if that had to be an addition. Mr. Meany said no, a home shop and said a home-business has to be in the house, but a home shop can be outside. Mr. Clow asked if there would be consumers coming and Mr. Boulia said no, but there would be occasional salesmen or customer to show a blueprint. Mr. Boulia said the machine centers are all self contained with coolant, are environmental friendly, and said he saves all the coolant and has it picked up by Clean Harbors or another company like it to remove the waste. Mr. Vanloendersloot asked if there would be any hazardous waste onsite and Mr. Boulia said no, just machine oil and coolant. Chairman Francisco asked if there would be anything

stored outside and Mr. Boulia said no. Mr. Boulia said any metal shavings he has is picked up by a scrap company and sold back as scrap. Mr. Vanloendersloot asked where the building would be and Mr. Boulia said between the road and the house. Mr. Vanloendersloot asked about signage and Mr. Boulia said no, but maybe a small sign on the mailbox.

Mr. Kurk asked if this was going to be a nuisance to neighbors by reason of noise, dust, glare, traffic, vibration or other disruptive influence. Mr. Boulia said no there wouldn't be any trouble since the building will be well insulated, the machines are not that loud and there will only be the occasionally delivery truck for traffic-wise. Mr. Kurk asked Mr. Boulia what he is manufacturing. Mr. Boulia said component parts for 3D printing companies and said he is a job shop, a company will give him a blueprint, he will quote it, then create the part. Mr. Vanloendersloot asked what is the largest product you manufacture and Mr. Boulia said 6-8' long x 10" wide x 1" thick. Mr. Boulia said he may do some small assembly. Mr. Boulia said he doesn't need a fork truck to move anything around. Mr. Kurk asked Mr. Boulia if he would be hiring employees and Mr. Boulia said no since he doesn't have any where he is now. Chairman Francisco asked about wetlands and Mr. Boulia said there is a seasonal stream. Mr. Meany said he thinks they should do a site plan before they get a building permit. Mr. Kurk asked why and Chairman Francisco said the wetland setback and wetland buffers. Mr. Bolton asked if there is any neighbors close and Mr. Boulia said no. Mr. Bolton asked Mr. Boulia if he will be using a three phase converter and Mr. Boulia said yes.

### **III. Driveway Permit - Andy Izbicki - LaFrance Road - remove part of one stonewall and add it to another stonewall**

Mr. Meany said Mr. Izbicki does have the permission from the current owner (Jessica Osrow). Mr. Meany said they would be closing on the property on Tuesday, April 19th. Mr. Kurk asked what the request was and Mr. Izbicki said to move some stonewall. Mr. Izbicki said there are two openings in the stonewall and said they need a 30' opening. Mr. Izbicki said there are going to move 20' of stone on left side of driveway and move it to other opening in the stonewall. Mr. Kurk moved that the Planning Board recommend to the Board of Selectman the removal of 20' of stone and its replacement in another opening of the stonewall be approved at the request of Andrew Izbicki in accordance with the plans submitted with an application dated April 7, 2016. Mr. Fillmore seconded. Motion passed. 5-0-0.

### **IV. Election of Officers**

Mr. Bolton said reinstating the existing officers has been done for many years. Mr. Bolton said he thinks it is an issue that should be discussed. Mr. Bolton said he has been on the Planning Board for several years, there have been two chairman and they were both knowledgeable people. Mr. Bolton said he thinks they should discuss the potential for allowing others to step into that role. Mr. Bolton said if Mr. Francisco was sitting as an alternate, he would still have a great wealth of knowledge and recognizes many things. Mr. Bolton asked Mr. Clow how the Board of Selectman handles this. Mr. Clow said this

year it was a little complicated since there were two nominations and it came out with two-two vote and one abstain. Mr. Clow said he withdrew so there would be no squabble. Mr. Bolton asked how often the chair changed on the Board of Selectman and Mr. Clow said they could be there for a few years. Mr. Bolton said it is not unusual for them to be long term on other boards. Mr. Bolton said he is not complaining, but felt there were other people he felt could step into that role without diminishing their role to function.

Mr. Vanloendersloot said there was a comment made at the Selectman's meeting that allowing other people to experience sitting in the chair is a good thing, not because of things that have happened on the Board, but to give people a different view. Mr. Kurk said when you do that you lose some of the confidence that has developed with experience. Mr. Vanloendersloot said the former chair won't be going anywhere. Mr. Kurk said no, but in the kind of work that a chairman has to do, besides just running a meeting, behind the scenes benefits from experience and the new chairman would take time to develop that level of experience. Mr. Clow said being the exofficio, he can't hold an office on the Board. Mr. Vanloendersloot said as an alternate he couldn't hold an office on the Board either. Mr. Bolton said you don't want to step on any toes. Mr. Vanloendersloot asked if the current chair wanted to still hold it and Mr. Francisco said he would continue if elected. Chairman Francisco said he could use some help. Mr. Vanloendersloot said wouldn't that be the role of the vice-chair or couldn't the chair delegate some help. Chairman Francisco said it could be and said Mr. Fillmore has helped him out. Mr. Kurk said he feels there is a certain level of technical expertise that a chairman of the Planning Board needs to have and in the absence of that, although there are all sorts of work-around if someone doesn't have the expertise, but in the absence of the expertise the Board suffers. Mr. Vanloendersloot said he would agree. Mr. Kurk said Chairman Francisco and Mr. Fillmore have much more knowledge about surveying, plans, buildings and things than he does. Mr. Kurk said he would not accept nomination for chairman. Mr. Kurk said if he were chairman, he thinks the Board would suffer since he doesn't have that kind of expertise and would have to constantly have to rely on Mr. Francisco or Mr. Fillmore to basically do what he couldn't do.

Mr. Clow motioned to elect the current officers as they are. Mr. Kurk seconded. Mr. Bolton said he would accept it, but said he thinks it is time to step down. Mr. Kurk said he would accept it but would be delighted if someone else would be interested in the secretary position. Mr. Clow asked Mr. Bolton if he would be okay if the Board elected Mr. Fillmore to the vice-chair position. Mr. Bolton said he could live without anything and said his personal choice would be Mr. Kurk. Mr. Bolton said he is more than willing to defer to another member the role of vice-chair.

Mr. Clow withdrew his motion. Mr. Kurk withdrew his second. Mr. Clow nominated Mr. Francisco as chairman and Francisco accepted. Mr. Fillmore seconded. Chairman Francisco asked if there were any other nominations. There were no other nominations. Motion passed. 4-0-1.

Mr. Clow nominated Mr. Fillmore for vice-chair and Mr. Bolton seconded. Chairman Francisco asked for any other nominations. There were no other nominations. Chairman Francisco asked Mr. Fillmore if he wanted to be vice-chair and he said yes. Motion passed. 4-0-1.

Chairman Francisco nominated Mr. Kurk as secretary and Mr. Kurk accepted. Chairman Francisco asked if there were any other nominations. There were no other nominations. Mr. Bolton seconded. Motion passed. 4-0-1.

## **V. Southern New Hampshire Planning Commission**

Sylvia Von Aulock introduced herself as the Deputy Executive Director of SNHPC and she asked the Board to introduce themselves. The Board introduced themselves.

Ms. Von Aulock said they have worked with their communities a long time. Ms. Von Aulock said our streets, whether you are on a main street, side street, cul-de-sac, they have all different types of roads in their system, sizes, number of vehicles on a road, but it is not just about vehicles using the road. Ms. Von Aulock said whether you are in a car, walking or jogging, riding a bike, how safe are they on the road. Ms. Von Aulock said Complete Streets is all about making sure anyone using the road feels really safe.

Ms. Von Aulock talked about making the streets safe for all users. Mr. Kurk said we have many miles of dirt roads and asked if it would apply to those. Ms. Von Aulock said it would be tricky for a dirt road and said she has never been asked that before. Ms. Von Aulock said that would be a new one and she would have to research it. Ms. Von Aulock said Complete Street is context sensitive and depending on the situation you do the best you can.

Ms. Von Aulock said what is a good formula is good for one street is not so good for another. Ms. Von Aulock said the program is to invite the communities to think about their systems. Ms. Von Aulock said there is an application and different examples of what you might do included in the handout. Ms. Von Aulock gave an example of what Keene did as a pop- up planning initiative. Ms. Von Aulock said it is not changing the road width but using what you have. Ms. Von Aulock said you could look at creating a policy or resolution for the Planning Board or Board of Selectman to consider in future projects to do Complete Streets. Ms. Von Aulock said it could be looking at design standards. Ms. Von Auslock said they could do an education and outreach effort. Ms. Von Aulock said they have a stakeholder committee with representatives from the communities, State, a variety of entities. Ms. Von Aulock said she thinks there are advantages to having safer streets. Mr. Kurk asked if it applied to state highways since we have several running through Town and Ms. Von Aulock said that is why they have NHDOT on their stakeholders committee. Mr. Kurk asked about funding and Ms. Von Aulock said it is part of the NHDOT funding. Mr. Kurk asked about local funding match requirement and Ms. Von Aulock said for the pilot program there is no local match requirement. Mr. Kurk said he assumes the Town would have to provide labor. Ms. Von Aulock said they would want the Town to be involved. Mr. Clow asked about areas for

cycling on highway (state) roads in town. Mr. Fillmore asked if SNHPC would be to help develop the road standards. Ms. Von Aulock said they could and said the Town of Portsmouth looked at roads that needed to be enlarged and some that needed to be shortened. Mr. Bolton said he thinks there is potential for bike paths. Mr. Bolton mentioned the crosswalk in the center of town and said it is not really in a safe place and could easily move it down the road. Mr. Vanloendersloot asked about her meeting with Goffstown and asked if they thought about incorporating it with the existing railroad trails. Ms. Von Aulock said yes and they talked about connecting the rail trails, North Mast Street, East Union Street and College Road. Ms. Von Aulock said it was good in places, but the middle was the missing link and this program might improve those potential links. Mr. Kurk asked what she meant by improve and Ms. Von Aulock said you create a master plan on how to make those connections. Ms. Von Aulock said she doesn't have funds to move dirt and pave something. Ms. Von Aulock said this program is meant to create a master plan for future improvements. Mr. Kurk asked who was going to pay for the future improvements and Ms. Von Aulock said that is where the Towns get creative. Ms. Von Aulock said whether it is creating a maintenance plan, state route system, or work with the State on the painting of the lines. Ms. Von Aulock said she was talking about how it will fit into the existing budget.

Mr. Vanloendersloot asked if they had other towns similar to Weare that have signed on and Ms. Von Aulock said the Town of Weare is the fourth town she has visited and would be visiting New Boston, Francetown. Ms. Von Aulock said right now they don't have anyone signed up. Mr. Clow asked what it meant to sign up and Ms. Von Aulock said filling out an application for the pilot program. Ms. Von Aulock said they are going to try to pick three communities - 1 urban, 1 suburban, 1 rural. Ms. Von Aulock said the deadline is June 3, 2016. Chairman Francisco asked her to explain more about the design standard development and said standard subdivision is a 24' wide road and doing a cluster can go down to 20'. Ms. Von Aulock said they would work with your group and provide examples of other options of how your design standard would look like (a new subdivision goes in, what is the ideal situation going to be, it might still be 24' wide, but it could have painted lines or could be a variety of things). Chairman Francisco said they need to update the road standards anyway, why not develop something like this into it. Mr. Meany asked how would you handle an updated road that ran into a non-updated road. Ms. Von Aulock said they would require sidewalks. Mr. Fillmore said the issue with sidewalks in town is you are forcing a closed drainage system for the road and we don't want that since it is a maintenance issue and would rather have open drainage system. Mr. Clow said you are creating a liability with building sidewalks and don't keep them up. Ms. Von Aulock said if it is a new development you could have them build a trail system instead of sidewalk. Ms. Von Aulock said there are ways around the liability. Mr. Kurk asked if the program was available for trails or standards for trails. Ms. Von Aulock said it is not really about trails, it is about making streets user-friendly, but if we can use streets to connect trails we can link them together.

Mr. Clow asked if the toolkit would be available to the Town if there were part of the pilot program or not. Ms. Von Aulock said yes. Mr. Vanloendersloot asked if there would be a cost even if we were not in the pilot program and Ms. Von Aulock said not to

the Town. Ms. Von Aulock said there are five communities that have Complete Street policies - Keene, Dover, Swanzey, Portsmouth and Concord.

## **VI. NON-PUBLIC SESSION**

Chairman Francisco made a motion to go into non-public per RSA 91-A:3,II(e). Mr. Kurk seconded. Roll call taken: Mr. Vanloendersloot - aye, Mr. Clow - aye, Vice Chair Fillmore - aye, Mr. Kurk - aye, Mr. Bolton - aye, Chairman Francisco - aye.

### Minutes of the Non-Public Session of April 14, 2016

**Present:** Craig Francisco (chairman), Bruce Fillmore, Jr. (vice chairman), Frank Bolton, Neal Kurk, Tom Clow, John Vanloendersloot and Chip Meany, Code Enforcement Officer.

#### **I. Call to order.**

The non-public session, entered into under RSA 91-A:3,II(e), was called to order at 8:45 p.m.

**II. Opinion of counsel.** A letter dated April 14, 2016, from William Drescher with respect to vesting of NBAC Corp.ø Duck Pond subdivision was discussed.

**III. Sale of lot not part of an approved subdivision.** Craig presented information to the board about the sale of a lot that had not been approved as part of a 1997 subdivision. Craig recommended that the selectmen take appropriate action.

## **VI. Adjournment**

No motions having been made and no votes taken, the board came out of non-public session at 9:20 p.m. and adjourned.

Respectfully submitted,

Neal M. Kurk  
Secretary

Respectfully submitted,

Tina Ripley  
Minute Taker