

**PLANNING BOARD**  
**Monday, July 18, 2022**  
***Public meeting convenes at 7:00 p.m.***  
***Appointments scheduled to begin at 7:30 p.m.***  
***In person at the Town Offices with a Zoom option for the public.***

**Present:** James Corliss, Joe Parisi, Joe Brodbine, Maria Bissell, Steve Laskowski, Fran Shippee, Bob Maibusch, and Alternate James Hancock. Also present at the meeting was Recording Secretary Jennifer Keating.

**Others Present:** Mark Lanoue, Pat Panciocco (via Zoom), Gary Winn, Jeff Scott (via Zoom), Judith Idelkope (via Zoom), Jonathan Ryan Thomas (via Zoom), Adam Hubbard (via Zoom)

**Call to Order:** James Corliss called the meeting to order at 7:00 P.M.

**Seat Alternates:**

**Review of the Minutes**  
June 20, 2022

*Joe Parisi moved to approve the minutes from June 20, 2022, as presented. The motion was seconded by Joe Brodbine and passed unanimously via roll call.*

**Appointments**

**Public Hearings**

**Continued Hearing – Mark Lanoue/ Granite State Auto Sales**

The board reviewed the revised plans as submitted by Mark Lanoue and Granite State Auto Sales.

Attorney Panciocco asked if the Board had received her letter which summarizes the changes that were made to the plans. Corliss said that they had received the letter. Parisi asked if there was a copy of the approved site plan, which was approved in 2019. Panciocco stated that there appears to be errors on the 2019 plan or some revisions that need to be made, such as in reference to the Lot Data table. Panciocco stated that they have eliminated information regarding the variance, because the property has been rezoned and it no longer applies.

Laskowski asked if it was a new plan or a revision to a new plan. The Board would like to see a copy of the original plan that they can compare the revised plan to.

At 7:55, Board took five-minute recess.

Mark Lanoue asked if the board could reschedule the hearing so that he could get the existing site plan. Corliss commented that he would like to go through the rest of the documentation first, to make sure that that was the only piece missing. Corliss asked Lanoue if he would be agreeable to going over the 60-day rule, Lanoue said yes. Panciocco said that she has a copy of the signed plans and will get them to the board.

Bissell questioned the notation about the new sign. Lanoue said that he will be keeping his current sign and will forgo changes at this time. Parisi said that he thinks the notation about the signage should be removed because it could be confusing going forward.

Questions were raised regarding the landscaping. Panciocco stated that there were no intentions to change the landscaping. Lanoue stated that he will be keeping the arborvitaes, Corliss noted that this was not accurately represented in the plan. Parisi asked Lanoue why the note was added. Lanoue said that he will delete the note regarding moving arborvitaes from the plan.

Panciocco said that the lot data calculations and coverage have been recalculated. Corliss stated that this appears to be corrected and the board will compare them to the approved plan.

Parisi asked why some of the display areas were hatched, while others appeared to be parking spaces. Lanoue stated that he will change the orientation of the cars in the hatched location, while the cars in the parking space would be in a set location.

Panciocco pointed out that no changes are proposed in the setback, but the setback has been adjusted to 50-feet with the rezoning of the property.

Corliss asked the board if they saw anything on the revised plan that may require further information. Laskowski stated that the board had asked for a lighting plan, and he would like to see one. Hancock pointed out that the plan is quoting the Zoning. Panciocco stated that Lanoue would ensure that the lighting is conforming. Laskowski would still like to see a lighting plan, based on the feedback from the neighbors at a previous meeting. Parisi stated that a lighting plan that demonstrates that the lights from the property would be cut off by the property line. Lanoue stated that his lighting is in compliance with the Zoning Ordinance. Parisi said that a lighting plan would prove that he is compliance. Lanoue said that he has reached out to several companies regarding a lighting plan and has had difficulty finding someone who will do a lighting plan on existing lighting. Hancock stated that Lanoue states on the plans that he will be in compliance with the Zoning Regulations, and if he does not, it would be Code Enforcement issue, not a Planning Board one. Bissell said that she believed that previously, when Lanoue was installing an electric sign, she wanted to see a lighting plan, but because Lanoue was not installing a sign, she did not need to see a lighting plan. Brodbine asked if the lights were on the plan. Laskowski said that he thinks a firm lighting plan could protect Lanoue in the future. Maibusch commented that he thinks that this need for a lighting plan was predicated by one single complaint. Hancock asked if the board could ask for the lights to be clearly documented on the plan. Shippee asked if they talked about a time when the inside light should be turned off. Lanoue stated that he believed the agreement was 10pm. Corliss said he would like to see the plan state that the lights will be truncated by the property line. Brodbine would like to see the lights put on the plan, Hancock agreed.

Panciocco stated that she would follow up with a new, revised site plan and would submit the original, signed plans to the board. Corliss asked when they would like to submit the revised plan. Panciocco stated that the next meeting, the August 1st meeting, would be sufficient.

Jeff Scott, a member of the public attending via Zoom, commented that the mission of the arborvitaes on the plan was to provide screening.

*Corliss made the motion to continue the hearing for Mark Lanoue/Granite State Auto Sale on August 1, Brodbine seconded the motion. Motion passed unanimously.*

Parisi commented that he would like the applicant's team to closely review the documents prior to submission so that they could confirm that the documents are correct.

### **Items for Discussion**

#### **Voluntary Merger – Jonathan Ryan Thomas – Map 13, Lot C-2 and C1.1**

Corliss reports that the voluntary merger is in a residential area and will remove a non-conforming lot, making it one conforming lot.

Shippee asked which name goes on the new lot, because the tax card lists two different owners.

Bissell reports that the parcels appear to be owned by two different trusts. Corliss stated that in order to perform a voluntary merger, the same name would need to be on both deeds. Adam Hubbard, a representative for Jonathan Ryan Thomas who filed the application, stated that he believed that the applicant had already been through this process. After reviewing the documents further, Corliss concluded that both properties were in the same name.

Corliss asked if there were any mortgages on either property. Hubbard answered that there were not.

*Corliss made the motion to approve the voluntary merger of the Jonathan Ryan Thomas and the Jonathan Ryan Thomas Revocable Trust properties Map 13 C-2 and Map13 C1.1. Laskowski seconded the motion. Vote was held via roll call, passed unanimously.*

Jonathon Ryan Thomas thanked the board and said that his plan was to build an accessory building on the lot.

Corliss signed the merger documents at the meeting.

#### **SWRPC Transportation Improvement Project**

Maria Bissell, the head of the Transportation Subcommittee, reported the Southwest Regional Planning Committee (SWRPC) is looking for individual projects that can benefit the community.

Hancock said that he would still like to present the plan for a dedicated East/West highway so that it can still be put on the record. Bissell commented that it sounded like they were looking for much smaller initiatives from the town. Parisi asked Bissell if there was a downside to leaving the idea for an East/West corridor. Brodbine said he does not think there is a downside. Laskowski said that the SWRPC is looking for smaller, fundable projects. Brodbine said that he thinks if the Planning Board wants to see change, they need to come up with a small project on a state road (i.e., Route 9).

Maibusch recommended keeping the large items on the recommendations but narrowing down the smaller initiatives to push the hardest on. Corliss reminded the Planning Board that their goal was to present some ideas to the Selectboard, who will then, in turn, decide which projects to submit to the state. Brodbine said that he thinks that if the town wants to see change, they would need to fill out the application with a very specific, small picture item.

Corliss asked the Board if they would like to submit the Planning Board Subcommittee Minutes to the Selectboard. Hancock said that he would like to see the Stowe Mills to be prioritized. Bissell said that she asked about submitting multiple projects and that it must be done on Town Letterhead. Hancock thinks that all the points are viable, but that the subcommittee or the Selectboard should add more details to the explanations to make the projects seem more viable.

Corliss stated that as an individual, Hancock could submit recommendations to the Selectboard, because of the timing. Brodbine would like the Transportation Subcommittee minutes to be sent to the Selectboard.

*Parisi made the motion to submit the minutes from the Transportation Subcommittee – Planning Board, Dated July 8, 2022, as amended, to the Selectboard. Brodbine seconded the motion, passed unanimously via roll call.*

### **Items for Information**

#### **Capital Improvement Program**

Parisi commented that there was a capital improvement project brought up at the last budget committee meeting, regarding the library HVAC system. Bissell said that it was decided that the HVAC was put under the Capital Maintenance Plan, not the capital improvement plan. Parisi questioned why there was Capital Maintenance Plan as well as Capital Improvements Plan. Gary Winn weighed in and said that he thinks that HVAC system should have been on the Capital Improvements Plan. He stated that the library has asked the board if it would be a possibility to use the American Recovery Act funds with this project.

Judith Idelkope stated that she believes that the Town Maintenance items are included in the Capital Improvements Project. Bissell asked if the Capital Maintenance Fund was a relatively new fund.

Winn said that it has come together in the last 10 years.

Corliss asked Shippee if HVAC was planned for the library. Shippee said that the Selectboard has not decided. Bissell stated that this is why it is so important as to why it is important for the document to be updated continuously.

Bissell asked the Selectboard if they would like to see a new CIP each year. Winn and Shippee said that they think it would be valuable to see it.

Hancock said that he would like to see the department heads having editing power so that they can provide input on a yearly basis. Maibusch asked if a subcommittee should be reappointed to hash out the details. Bissell agreed. Hancock said he would be happy to help implement change management. Corliss asked if anyone else would be interested in assisting- Shippee said she would. Corliss reappointed Bissell as the Chair of the Capital Improvement Program subcommittee.

### **Other Business**

#### **Items for Signature**

#### **Adjournment**

*Joe Brodbine moved to adjourn 9:05 P.M. The motion was seconded by Bob Maibusch and passed unanimously.*

The next meeting will be held at 7:00 PM on August 1, 2022, at the Town Offices and virtually.

Respectfully Submitted by:

**Jennifer Keating**  
**Planning Board Secretary**

Approved by:



**James Corliss, Chair**

6AUG2022

**Date**