

Town of Plaistow, NH
Office of the Planning Board
145 Main Street, Plaistow, NH



PLANNING BOARD MEETING MINUTES (*DRAFT MINUTES – Subject to change once approved and amended by the board at its next meeting on February 15, 2023*)

February 1, 2023

Call to Order: The meeting was called to order at 6:30 PM.

1. ROLL CALL:

Tom Alberti, *Ch.* – Present at Town Hall
Tim Moore, *Vice Ch.* - Present at Town Hall
Laurie Milette - Present at Town Hall
Karen Robinson – Present at Town Hall
Richard Anthony, Alternate – Present at Town
Darrell Britton, *Selectman's Alt.* - Excused
Bill Coye, *Selectman's Rep.* – Present at Town Hall
Sara Tatarczuk, RPC – Present, remotely

It was noted that K. Robinson was not present and likely running late.

2. MINUTES:

Ch. Alberti appointed R. Anthony a voting member until K. Robinson arrived.

The minutes of the November 16, 2022 were distributed prior to the meeting.

T. Moore moved, second by L. Milette to approve the minutes as issued.

The motion to approve the minutes passed 5-0-0.

The minutes of the January 18, 2023 meeting were distributed prior to the meeting.

T. Moore moved, second by L. Milette to approve the minutes as corrected.

The motion to approve the minutes passed 5-0-0.

It was noted that Richard Anthony had been present at Town Hall for the meeting. T. Moore withdrew his motion.

T. Moore moved, second by L. Milette to approve the minutes as corrected.

The motion to approve the minutes passed 5-0-0.

3. ECONOMIC DEVELOPMENT MASTER PLAN SURVEY

S. Tatarczuk reviewed the results of the Economic Development survey. She noted there were 251 responses to the survey, that 46 % of respondents had lived in Plaistow for over 20 years, 20% for 10-18 years, and 18% for 5 years or less. She noted that respondents were mostly residents while 12% owned a business in Plaistow. The majority of residents lived in the pink and green areas encompassing the MDR, C2 and LDR districts.

She noted the major themes from the survey, noting a general support for an increase in varied commercial businesses. They supported local, small business and would love to see more restaurants, manufacturing and technology businesses, and various services not being offered in other parts of the town. They said there were enough auto-related businesses and medical services. The respondents were also concerned about safety on the streets, specifically speed, congestions, road noise and walkability. They expressed a desire for more sidewalks to increase pedestrian accessibility to parts of Town, and commented negatively on the amount of truck traffic. She noted the responses to the housing question in the survey indicating that while they would like to see Plaistow remain affordable, they don't want to see multi-family housing developments in most parts of town; there was some support for mixed-use developments.

Ch. Alberti noted that it is good to have data upon which actions for the year can be based and that will help on the planned housing focus for next year. B. Coyne noted there was not much land left for housing.

Ch. Alberti noted that K. Robinson arrived at 6:52 PM.

There was discussion about wanting certain types of businesses to come to Town but the Board is not included in the decision process. L. Milette noted that current there is a piece of property up for sale on Rte. 125.

Reviewing the importance of various economic objectives in town, S. Tatarczuk noted the three top answers were: providing better Town services for residents; attracting non-residents to support businesses in Town and; creating more jobs in Town.

S. Tatarczuk delved into the detail of the report addressing specific concerns and responses from the report. She reviewed individual responses supporting or not supporting the questions asked, noting that the responses can help with Zoning discussions as there were many questions that people were neutral about. R. Anthony asked about if the percentages represented the total survey respondents; S. Tatarczuk said it was of the percent of those who answered a particular question.

S. Tatarczuk asked if any of the Board were surprised by the answers to the survey: it was generally agreed that most of the answers fell in line with the Board's thought, but that the high response in favor of keeping

open space was a welcome surprise. It was suggested that the favorable response to arts/entertainment was part of the desire to make Plaistow a close-knit community.

Responses to housing options were discussed, and the preference for single family homes noted and the high cost of homes lamented. S. Tatarczuk said the RPC's housing survey will bear on the Board's discussion when it begins.

Dissatisfaction with the type of development on Rte. 125, the volume and speed of traffic on state and local roads, and road noise was noted.

The response to development in various areas of Town was discussed. S. Tatarczuk noted that no area was singled out for more development but that the Rte. 125 and Rte. 108 corridors had the more positive responses.

The response to how the Town can be more attractive to prospective business owners was discussed. Responses included getting rid of empty store fronts; redevelopment of the areas was discussed. R. Anthony suggested engaging with a regional chamber of commerce to get the Plaistow story out.

The responses about Town infrastructure were reviewed. Sidewalks and crosswalks were seen as critical areas, water and sewer as needed and little support for transportation. The Board felt that having solved the water need, the sewer was now the greatest drawback. R. Anthony asked about extended the sewage line from Haverhill. T. Moore noted six to eight years ago the conversation had been that Haverhill would not supply Plaistow with water; however they had extra capacity in their sewer system and could take on more sewage. He said the conversation should probably be taken up again. It was further agreed that the conversation probably could not be taken up again for another five years as the water system is being developed. There was a discussion about restaurant septic needs and potential work arounds.

The Board thanked S. Tatarczuk for her assistance and work in this effort.

The Board discussed how to move forward with this information. S. Tatarczuk said the next step is to address the Master Plan as it exists now and how this information can be incorporated into the Plan. After this, Zoning can be addressed, and then site plan regulations should be reviewed and adjusted.

R. Anthony asked about sidewalks and who has responsibility for them. T. Moore said that the normal procedure for the State when doing construction on state roads is to build sidewalks, but it is up to the Town to maintain them. T. Moore noted that money has been put aside every year towards the traffic calming study; he noted the State wants the Town to provide 50% of the cost of this work. It was noted that RPC has some transportation expertise and might be able to help the Board think it through. T. Moore suggested developing a sidewalk improvement plan for the Master Plan; he suggested a map of existing and desired sidewalks would be helpful.

S. Tatarczuk suggested a time line for working through the Economic Development Master Plan Survey, suggesting that proposed Master Plan amendments be discussed at the March workshop meeting and a review of those amendments be discussed at the April workshop meeting. T. Moore said he would like to see the Build Out Analysis from the HOP Grant before getting deeply into that, since there is so little buildable space left. S. Tatarczuk noted that Build Outs can take a year and more to create but we might be able to get an available land report.

Ch. Alberti noted there are three organizations in the area: PACE, the Salem Chamber of Commerce and the Haverhill Chamber which Plaistow is a member of. He suggested engaging PACE first and inviting them to the March 1 meeting; the Board agreed.

4. HOP GRANT FILING UPDATE

S. Tatarczuk reported that the grant was filed last week and she should know where it stands by the next meeting.

5. NEW BUSINESS

Ch. Alberti noted that Carli's Way is a subdivision off Old County Road behind the Plaistow Area Recreation Complex (PARC). The Subdivision Plan was approved by the Planning Board with the intention of the road being accepted as a town-owned road. He noted that there are a few punch list items remaining on the project related to drainage that does not impact the road or its acceptance. Those items will be completed in the Spring. The Staff has suggested the Planning Board may wish to consider a recommendation to the Board of Selectmen that Carli's Way be accepted as a town-owned road subject to their legal review of the submitted documents and the submission of a performance bond of \$45,200.00. This amount is determined by regulation as 10% of the total of the bond estimate worksheet for the project.

Ch. Alberti noted that K. Robinson will be a voting member for this vote.

T. Moore moved, second by L. Milette that a letter of recommendation be sent to the Board of Selectmen that Carli's Way be accepted as a town-owned road. It is further recommended that the Board of Selectmen include legal review by Town Counsel and a performance bond of \$45,200.00 be set prior to the acceptance of the road.

The motion to recommend passed 4-0-1(B. Coye)

R. Anthony asked about the steps needed for the town taking ownership of a private road. It was noted that roads would be built as private and then after a while the residents would ask for the Town to take ownership of the road, but the Board never had control over the initial construction standards. The Board now requires all roads to be public. R. Anthony suggested that in terms of expanding municipal water, there might be communities with private wells on a road that is not accepted by the Town. He asked how it would work if they wanted to connect to the municipal water. T. Moore said that the only roads that the Board allowed to stay private were short cul-de-sacs of 100-150 feet which would have been difficult for the Town to plow. R. Anthony referenced Stonebridge and Tuxbury which have private community wells.

Ch. Alberti referenced a late-arriving letter from Daniel Kane regarding questions about the proposed zoning amendments. He noted that as Mr. Kane did not attend the Public Hearing on the amendments and there was no time to consider the letter there is no information to share at this time. It was noted that the minutes he questioned have been posted and the video is available. L. Milette noted there would be no discussion of his citizen's petition at the deliberative session, since zoning is not discussed there. B. Coye said the deliberative session deals with the budget and the warrant articles that pertain to dollars. L. Milette

noted that this Board did not bring forward Mr. Kane's petition and it was not discussed by the Board. There was discussion about how other zoning amendments come forward that are not created by the Board. S. Tatarczuk noted that some amendments come about to clarify situations where the current practice is not clearly defined, that these may come from staff, and that they are reviewed by the Board's attorney. Ch. Alberti asked if this would require someone without a site plan to go get one, or would they be grandfathered in. S. Tatarczuk said if they were to propose any physical change or change of use for commercial, industrial or residential property a site plan would be required. Ch. Alberti noted that it would be good for the Board to understand the genesis of some of these changes that came forward, such as Atty. Cleary saying we are not following an RSA, or a Board members suggest during the year something should be clarified, or if a gap or hole was identified based on an application that came to the Board. Ch. Alberti noted that the action on the letter is that Mr. Kane has received minutes and video. He noted the public is always welcome to come to the Board's hearings.

K. Robinson said she thought Citizen's Petitions were always brought up at the deliberative session; S. Tatarczuk said she would check and clarify this in the morning.

B. Coye noted that this is the last week to sign up to run for Town office. He said there are two spots open on the Select Board, 5 on the Budget Committee, 2 Planning Board and some other committees. Also Saturday is the Deliberative Session at 9:00 AM at Town Hall.

K. Robinson asked if the Board could go into private session. It was noted she would have to site the relevant RSA to do this. Ch. Alberti noted there is a protocol to do this appropriately so there aren't legal ramifications. It was noted that if it is not an application that has come to the Board yet there is no reason to discuss it. L. Milette asked that the Board receive the criteria for going into private session.

ADJOURNMENT

There was no additional business before the Board and the meeting was adjourned at 8:54 PM.

Respectfully Submitted,

Charlene A. Glorieux
Minute Taker