



OLD VALUES - NEW HORIZONS

COMMUNITY DEVELOPMENT

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Planning Board Approved Minutes

October 19, 2016

7:00 pm at the Community Development Department

Chairman Paul Gosselin, present

Margaret Crisler, present

Dan Guttman, present

Kathleen DiFrusia (alternate), present (seated for Ms. St. Laurent)

Matt Rounds (alternate), present (seated for Mr. Carpenter)

Gabe Toubia (alternate), excused

Ross McLeod, Board of Selectmen representative, present

Jennifer Simmons, Board of Selectmen alternate, excused

Vice Chair Kristi St. Laurent, arrived at 7:33pm

Alan Carpenter, excused

Ruth-Ellen Post, present

Staff:

Dick Gregory, Planning Director

Anitra Brodeur, Minute Taker

Ms. DiFrusia invited residents to come and work with the Beautification Committee this coming Saturday in the town center. She also asked residents to consider becoming a ballot clerk for the election; they will receive training if they decide to volunteer. Residents are encouraged to contact the Town Clerk's office if interested.

Public Hearing

Case 2016-32 Final Subdivision Application (Lot 3-B-952) 18 Depot Road.

An application has been submitted by Edward N. Herbert Assoc., Inc. on behalf of 18 Depot Road, LLC for a two lot Subdivision in the Rural District

The project consists of subdividing one, 2.87-acre lot with an existing dwelling on it into two lots. Both lots received a variance for frontage.

Mr. Gregory stated that this project did receive a variance for frontage on both lots. Now, with both lots, this now meets the current zoning requirements. There were a few comments from the Highway Department, which may be part of the conditions. There is no comment from the Conservation Commission.

Mr. Shane Gendron addressed the Board. Mr. McLeod had stated that the plan given to the Board this evening is not exactly the same plan that had been given to the Board earlier this week. Mr. Gendron stated that there would be a revision date on the plan moving forward. Chairman Gosselin stated that the Board would like to get plans before the meeting if possible. Mr. Gendron then reviewed the plan for the Board contained in the public packet.

Mr. Gendron then reviewed the changes added to the plan and submitted as updates this evening. There is a slope easement on the property for the Highway Department for potential future improvements. There is a note to maintain safe site distance near the stonewall by keeping vegetation low. There is also a note to add a hammerhead to the driveway so a fire engine or ambulance can turn around in the driveway. The Board discussed a pre-existing lot of record, which is an abutting lot. The abutter, who appeared before ZBA, has stated she has no interest in selling the lot but will likely never develop the lot she owns.

The Board discussed the driveway length. The new driveway is 160 feet longer than the existing driveway.

A motion was made by Mr. Crisler to open the meeting to the public at 7:22pm. Seconded by Mr. Guttman. Vote 6-0-1. McLeod abstained.

A motion was made by Ms. Crisler to grant the waiver request to Section 601.3.5 and Section 601.3.9 which requires the original owner's signatures and professional stamps on all the copies to be only on one set of plans and the reason is to require the stamps on all the copies is both onerous and unnecessary. Seconded by Mr. Guttman. Vote 7-0. Motion passes.

A motion was made by Ms. Crisler to grant the application as presented tonight with the following conditions:

- vegetation cleared for proper site distance at both driveways**
- easement on both lots for future road widening**
- the easement will allow the new right-of-way to be 25 ft. wide from the centerline of the existing road pavement**
- new street number**

**Seconded by Mr. Guttman
Vote 7-0. Motion passes.**

Workshop

Windham School District

Golden Brook School & Windham Middle School additions/renovations

Mr. Robert St. Laurent, Chairman of the Building and Grounds Committee, addressed the Board.

Chairman Gosselin, in full disclosure, stated that he served as the Chairman on the Building and Grounds Committee until last year.

Brad Mesquita from Tighe and Bond and Ingrid Nichols from Banwell Architects addressed the Board. Mr. Mesquita summarized the significant improvements on the site plan, which would include:

- a loop road
- 91 additional parking spaces
- an improved septic for both the new Golden Brook and the improved middle school

Vice Chair St. Laurent arrived at 7:33pm.

Ms. DiFruscia asked about outdoor play areas for the school. The hardscape and playground will expand and there will be an additional play area. Also, there is a field for PE. Both fields are in current use for PE. Ms. Nichols stated there would be safety measures like a gate to funnel students across a parking lot properly. The Board then reviewed the flow of traffic for the pick up/drop off area. The new plan allows for a much larger line. Mr. Mesquita has sat down with DOT; they stated they were very happy with this plan and that the number of curb cuts have been minimized. Mr. Guttman suggested the use of a map that explains directional traffic patterns. Mr. Guttman asked about separate entrances for the Preschool and the Kindergarten. Pre-K would be located completely on the first floor. The septic system solution does involve a forced main up to the back area near the middle school. Chairman Gosselin stated that the kindergarten area would not be changed. Ms. Nichols stated that the only change would be the sprinklers. Also, the formerly called "flex rooms" are now labeled as Project Based Learning and could be used for full day kindergarten in the future.

The Board then returned to the discussion of parking, busses and pick up/drop off. The busses dropped off after the staff parking lot is full of staff to teach the students. All visitors will need to go through the front door. Parents and visitors will be encouraged to use the northern lot closest to the building. Mr. Brad Prescott also spoke to the new parking flow. Mr. Mesquita then discussed the pipe that will help drain the current site. That pipe will be used to help with site run off and storm retention but the drainage will also receive improvements. There is not a significant amount of ledge on site. Ms. DiFruscia asked about treatment and run off of water since the building is in proximity to Golden Brook. Mr. Mesquita stated they would be doing an AOT Permit. Snow will be plowed and stored throughout the site as needed in the winter; it will not be removed from the site. Chairman Gosselin stated that the plan set is developed as they can get. Plan sets, engineering, and other work will be developed if and when the voters approve the project. There will be a new electric service to the building. The playground and building will be ADA accessible. The project may qualify for the Northeast CHIPS Project thanks to the efforts of the architects and the Building and Grounds Committee.

Everything will be demolished except for the kindergarten and the gymnasium. Ms. Nichols then reviewed the houses for each of the grade levels along with where the specialists would be housed. The Pre-K would also be moved to the back of building. The time frame would be 24 months. The project would begin in summer of 2018. Ms. Post wished to

reiterate the concern around storm water run off. Also, she asked about fire and safety. Ms. Nichols stated that safety officials have been part of the discussions. Ms. Post also finds the architectural plans very attractive.

Ms. Nichols then discussed the internal upgrades that would be a part of the middle school renovation. Mr. Rounds asked about the flow of children between campuses. The architects stated they had not been instructed to look at that. Mr. Rounds then asked about vehicle fumes in close proximity to the building. Ms. Nichols and Mr. Mesquita stated that students are not on the playground at the time when vehicles would be running outside. Mr. Rounds asked about the current enrollment numbers and what the total enrollment would be when complete. The present plan of future enrollment is for around 971 students. The new building is designed to accommodate up to 1,300 students.

Mr. McLeod mentioned the need for one way and do not enter signs to help with the new traffic flow. He stated that down shielded lights would also be helpful. He stated that making the building attractive engages the people that need to go there everyday. Ms. Crisler mentioned safety as a concern, including signage near the road.

The discussion was open to the public at 8:13pm.

Mr. Richard Amari, a member of the Building and Grounds Committee addressed the Board. He mentioned the concept of a "school within a school" concept. He asked the architects to speak to some of these details, which they did. Ms. Nichols stated that to break down the "massing" of the building, it would be broken down into pods. There will be stairways for safe egress. The state requires a public kindergarten and pre school to be on the first floor. There are "houses" by graded that are stacked for efficient use of space. The elevator is in the center of the building. The plumbing is also stacked in a corridor. Project-based learning and team teaching are also consideration at the suggestion of Superintendent Rich Langlois.

The public discussion and presentation was closed at 8:19pm.

Chairman Gosselin wished to thank all of the work done on the project by both the architects and the Building and Grounds Committee.

RT. 111 & Range Road traffic light

The Board of Selectmen, after a presentation by a traffic consultant, voted 4-1 to keep the light. Mr. McLeod summarized that all Selectmen, except Mr. Breton, voted to keep the light as it is. Mr. McLeod stated that several businesses have reported that the changed light has had a negative impact on their business: Northeast Rehab, Convenient MD and Heaven'ly Donuts to name a few. Mr. McLeod then mentioned connectivity between businesses in the area. A letter could be sent to DOT since sending a letter to the Board of Selectmen is a moot point.

Ms. DiFruscia believes it is important for as many people as possible to contact the DOT if they believe there will be a negative impact to the businesses in the area. Mr. McLeod then summarized the discussion that occurred at the Board of Selectmen's meeting. According to the engineer, keeping the current traffic light will actually help the flow of traffic in lights further down the road. Ms. Post clarified that the Board is discussing returning the light to a full set of lights. It will be a fully signalized intersection. It will no longer be a flashing yellow.

Chairman Gosselin invited public comment at 8:35pm.

Elizabeth Kayo addressed the Board. She is employed with Northeast Rehab. She has noticed a significant impact to the business she is employed with. She also summarized the Board of Selectmen meeting from her perspective for the Board. Additionally, she stated that the Gateway Park project would increase traffic significantly. The increase in left hand turns on to 111 to get onto the Route 93 will also increase.

Discussion was closed to the public at 8:36pm.

A motion was made by Mr. Rounds to write a letter from the Board to encourage the DOT to make this a fully signalized light for all the reasons stated. Seconded by Ms. Crisler.

Ms. Post stated that the light is currently working fine and she would like to see a few lights as possible for as long as possible. Vice Chair St. Laurent stated that the planning was for the light to go away. Vice Chair St. Laurent stated that keeping this light and the lights we currently have would not work according to previous presentations she has heard from the State. She hopes this traffic information and a letter from the Board of Selectmen will have an influence.

Mr. McLeod returned to the Board of Selectmen discussion:

- too many lights in the area (synchronized to other lights and alleviate future plans)
- Gateway Park will need the light to function as well as it can
- the current traffic pattern does not allow for a proper break in traffic
- snow might impeded the traffic situation even further
- development might be happening in a different way

Mr. McLeod then read from the justification and findings of the study.

Mr. Dubay, of the Dubay Group, addressed the Board. He stated that more than one business paid for the traffic study in the area. He stated that keeping the signalized intersection is the will of residents and businesses in the area. Mr. Dubay stated that the intersection is working well. Mr. Dubay asked the Board to amend the motion to encourage them to turn it back on.

There are five lights in a one-mile span of Route 111.

Vote 5-2. Motion passes. Ms. Post and Mr. Guttman opposed. Ms. Post believed this is a premature recommendation. Mr. Guttman does not see the need for the Board to send notification.

Review and Approval of the minutes of 8-31, 9-21 & 10-5-2016

A motion was made by Ms. Crisler to approve the August 31st minutes as amended. Seconded by Mr. Rounds. Vote 6-0-1. Mr. McLeod abstained.

A motion was made by Mr. Guttman to approve the October 5th minutes as amended. Seconded by Ms. Post. Vote 5-0-2. Motion passes. Mr. Rounds and Mr. McLeod abstained.

A motion was made by Mr. Rounds to recommend to the Board of Selectmen to release \$943,232.95 to DHB Homes based on the KNA Report with a remaining balance of \$192,268.50. Seconded by Ms. Crisler. Vote 5-0-2. Mr. Guttman and Mr. McLeod abstained.

Old/New Business

Mr. Gregory stated that there would be a cell tower installed at 105 Londonderry Road.

Vice Chair St. Laurent mentioned the Complete Streets project. She asked fellow Board members to drive the area. There is a survey online for residents and data will be collected up until Monday. Mr. Guttman stated that the people he has spoken to have seen the value in the project.

Ms. Crisler thanked Vice Chair St. Laurent for this project and for her questionnaire about lot sizing. Ms. Crisler also mentioned the Marathon Law Lecture Series; there are new legal changes. Boards can now go into non-public to discuss legal counsel without legal counsel there.

A motion was made by Mr. Guttman to adjourn at 9:24pm Seconded by Mr. McLeod. Vote 7-0. Motion passes.