

**APPROVED MEETING MINUTES
TOWN OF WARNER PLANNING BOARD**

February 4, 2019

7:00 PM

**WARNER TOWN HALL - LOWER MEETING ROOM
5 East Main Street, Warner, NH 03278**

- **OPEN MEETING**
- **ROLL CALL**

Present:

Andy Bodnarik Peter Anderson
Clyde Carson (Representative of Board of Selectmen)
Don Hall (Vice Chair) Ben Inman James Gaffney

Absent:

Chairman Ben Frost
Don Hall is Chair of the meeting in Ben Frost's absence.

- **APPROVAL OF MINUTES**

MINUTES of December 17, 2018, correction submitted by **Dan Watts**

Board agrees to add Dan's comments to the minutes of December 17, 2018

Motion to approve the minutes as amended by **Don Hall**, Second by **Andy Bodnarik**.
Approved, 6-0

MINUTES of January 7, 2019

Motion to approve minutes as amended by **Don Hall**, Second by **Clyde**.
Approved, 5-0

- **NEW BUSINESS**

1. APPLICATION FOR CONCEPTUAL CONSULTATION

Applicant: MadgeTech, Inc.
Property Owners: Warner Road Holdings, LLC
Agent: Erin Lambert, PE, Wilcox & Barton, Inc.
Street address of property: 6 Warner Road, Warner, NH
Map 3, Lot 34, Zoning District C-1

Description: Request conceptual review for proposed 10,000 sf addition to the existing MadgeTech, Inc. building. The proposed site plan will include construction of new parking spaces, storm water controls and a new septic system.

ACTION: Decision regarding need for Site Plan Review

Kyle Barker and **Erin Lambert** presenting.

Gerry Roy and **Mike Rogers** also representing **Norm Carlson** and MadgeTech.

Don Hall requested that all details be submitted in the Site Plan Review Application, and the applicant not leave out anything.

Erin Lambert, a civil engineer with Wilcox and Barton, presented the new design. The existing building is staying and they are proposing an addition to include relocation of the parking lot that will accommodate one parking space per employee, for a total of 114 parking spaces and 5 ADA compliant spaces. They are expecting 100 employees by 2021. All parking spaces will be paved. Today the area is gravel and with the construction, it will be paved. There will be parking along the driveway. Formal sidewalks will be added from the parking area to the doors. There is a rental unit on the property that will remain. There will be a full survey of both properties. The plan is for 5900 square feet of addition. The elevation on the south side is the same. There is a plan to put in grass and plants.

Erin pointed out septic on the map. The leach field is under where we want to put the patio. We will expand it or relocate it. The existing is somewhat close to the property line.

We are working on the water system, which will be in-ground.

There will be a 15-20 gallon tank that will not be tied to the well. There was a boring program done on this land. There is good sandy soil, down to 20 feet. They did not detect water until 6-8 ft.

All the filtration will be designed by what NHDOT requires

Behind the building will be a patio.

They are currently evaluating the existing septic system to determine if it is adequate, and they will work with DES if needed. A drainage report will be submitted that reports what is existing. There will be drip edges, and some treatments of water run-off.

Kyle Barker reported that the height from the ground to the top of the cupola is 48 feet.

There is a gravel driveway all the way around. There is one area that will not allow traffic because of the septic and Kyle is recommending a sprinkler system. There will be lighting on the building. The entire building will be sprinklered.

James Gaffney said that he thinks there will be regional impact which will need to be considered, and additional traffic.

Andy Bodnarik requested that the map please mark route 89 off ramp, and to show Old Warner Lane.

Don Hall wants to be sure that Police and Fire have 360 access to the building.

Norm Carlson reported that he has many future plans; he purchased three buildings from Justice Seuter. He will expand the MadgeTech building first, and then other projects. MadgeTech is the largest employer in Warner, and would like to double the next two years.

They would like to start this project in April.

The Board agrees that this project requires a SITE PLAN REVIEW.

2. CONCEPTUAL CONSULTATION

Applicant: Thomas M. Ladd, Trustee of the Paul R. Ladd Jr. trust and Peter Ladd, Nancy Ladd, Trustees of the Douglas Ladd Trust
Property Owner: Paul R Ladd, Jr. Trust and Douglas Ladd Trust
Agent: Nancy Ladd, 483 Newmarket Rd., Warner, NH 03278
Street address of property: Corner of Ladd Lane and Howe Lane
Map 13, Lot 38 and 38-1, Zoning district OC-1
Details of request: Adjusting Lot Lines between 13/38 and 13/38-1. Nancy would like advice on the LLA application to be sure everything is in place for a March Planning Board hearing.

Nancy Ladd: Peter and I are co-trustees of the Douglas Ladd Trust.

The trustees co-own quite a few pieces of land. This is an attempt to rationalize what is there so we can eventually split the land into fair trusts.

Recently, at a selectman's meeting, a lot was restored which had accidentally been taken off the tax maps. It holds a garden, and fields, and where there is going to be a survey of the ½ acre lot. It is the corner of Ladd Lane and Howe Lane. There are some brooks. The second map is a closeup of where we want to change the lines. Ladd Lane is on the boundary of the Ladd Land. We want to move the line north, and then at the other end, move the ½ acre up so it encompasses two acres. The easterly line follows Ladd Lane.

Nancy Ladd reported that they are adjusting a large line, taking 1.5 out of the large lot, and adding to the small lot.

Peter Ladd reported that this has been family land for four generations. It has become time to separate the parts. For the past 40 years Peter has been keeping gardens and wants to continue. To make a fair division, the request is to include that acreage in the subdivision so that Peter can continue to garden in that area. It is just to shape it to a logical boundary.

Clyde Carson asked if there are pieces on different sides of the road.

Nancy: 13/38 would move north so it would no longer include land under the road of Ladd Lane. And the small lot has a new number.

We are also moving the southern boundary of 38-1, from the southern side of Ladd lane, so it will be on the other side of Ladd Lane. That lot that got restored, the deeds always mention a right to pass for the bigger lot.

Don Hall asked what happens after the fact. When you do something like this. Regardless of who it is, one of the issues is what lies ahead so that everyone has a clear understanding that this is done properly.

Nancy Ladd wants to think through some of these. The proposed change in the southerly line, Nancy felt it would be good to make it at 45 feet. There is a line that comes through there. If you keep it at 45 feet, if Ladd Lane ever got discontinued, the 45 feet would be enough for the driveway ordinance. Nancy is working with a surveyor and an attorney.

In addition, on Ladd Lane, there will be a 100 foot setback built into the deed.

Clyde Carson: It has to be town maintained because it is a Class V road.

Andy Bodnarik asked, what is the distance from center line on Class V road?

Ben Inman responded that a new road is generally 25 feet. It would be written in an old rule for that road. It is usually rods.

Don Hall asked **Nancy Ladd** to contact **Tim Allen**, Director of DPW, to review the plans.

James Gaffney raised the question for the owners - the access piece is not an issue. The question becomes who maintains it? The ROW will always exist. Let's just entertain the request that has been raised, there is question about access to the B Lot, that is accessed over Ladd Lane. The concern that I heard was over different parties of the trust having concern the town continuing to maintain that road, and losing access to that property via the existing ROW. They will always have access over the ROW. There is nothing they can do if the town abandons the road. The question of access will not change.

Andy Bodnarik raised a question of ownership. When you change the LLA, how does that affect ownership?

James Gaffney asked who owns the land under the ROW?

Nancy Ladd responded that the larger lot owns the ROW.

Paul R Ladd, III, said that the maintenance of 13-38 is a concern for that owner.

Clyde Carson asked that we are not creating a land-locked lot as there are RSAs on the book that say you cannot create an abandoned road. Ladd Lane is a Class V road and cannot be abandoned.

Peter Anderson asked how Lot 13 38-1 came into existence.

Nancy: One was the original 80 acre lot, and half of another 80 acre lot. Then a piece was carved off over the years.

Peter Ladd: They were trying to create a lot for a daughter.

Peter Anderson: How long has the Ladd trust owned this?

Paul R Ladd: Since the 1930s when our grandparents started acquiring land.

Peer Ladd: It is our intent that there would be no major changes, but we have to come up with an equitable division between family members.

Nancy Ladd asked if she still needs to speak to **Tim Allen**.

Don Hall: Yes. Theoretically, you could own to the middle of the road.

James Gaffney asked, in general, if the planning board should approach Tim, but in this case it needs to be explained by Nancy.

Nancy Ladd: On the first page, the surveyor says I should ask for a waiver of the scale. Something about the site fitting onto one page, and contours at 10 foot intervals. The tiny 2 acre piece is not going to get built on, so wonder if we have to survey for 10 foot intervals. We will show the stream. There are not many natural features to show. I would hope we don't have to do anything about wetlands engineers.

James Gaffney responded that the deed, as it reads, does not include that now. I am not sure we can approve a waiver for something that does not exist.

Nancy Ladd reported that it is smaller than a building lot should be in that area.

Don Hall responded that this is something we have to look into.

Nancy Ladd asked if you do a conditional waiver on future deed language, and just require that it be in the deed?

Don Hall responded that as long as the board has a clear understanding that everything that has to be done, and not to muddy your water, and to make sure that you have and are comfortable to bring it to the next level.

James Gaffney has a concern about the scale piece.

Ben Inman: My feelings about scales, as long as I can read the map, obviously a 1/100 map is larger, and you can read things quickly.

Ben Inman said that in his opinion the 10 foot contours is if you are trying to make a lot buildable.

Paul asked if the planning board wants a larger drawing so you can see it clearly?

Ben Inman responded, yes, so we can see the distances.

Paul: And the contours, you have some going down to the brook. Do you want the contours?

Ben Inman: I don't think so.

Paul asked if there were concerns about moving the southern boundary to the edge of the road?

James Gaffney responded that only in feedback from Tim.

James Gaffney asked if the map that Ladd Lane is represented as going up to the house that exists. Is that the extent of the entire ROW? The documented ROW ends there?

Nancy Ladd responded that Alan Brown said it ends at the barn.

- **OLD BUSINESS**

Andy Bodnarik provided a copy of a glossary that includes only the terms that were referred to at the last meeting for the RSAs. It is a two-sided document. Four definitions with RSAs.

- **COMMUNICATION AND MISCELLANEOUS**

Planning Board website requirements discussion

Andy Bodnarik: It needs to be compatible with all platforms. Why are they using a ranking system? All opinions matter.

Don Hall: There is a lot of concern about what we are asking for and what we will get for our money. As opposed to other alternatives. With that said, Clyde as a BOS, do you feel comfortable with what Dan is going to attempt to do for us? Are there any stumbling blocks? People want this moved along.

Clyde Carson: My comment is that is being developed is only going to be as good as the input from us.

Don Hall: Is there a format? Has it been directed to him? I know James has expressed concerns.

Clyde Carson: It may exist. Dan could do the technical part, and we would have a design team to do the design.

Peter Anderson: When EDAC set this up, they recommended that a company design the site and that Dan Watts could do the technical part.

James Gaffney: There is administration and backup. He is doing the administration. He is a single point of failure. If something happens to Dan, who do I call? We need a plan, a procedure for this. We are moving forward and paying money.

Clyde Carson: These concerns have been expressed before.

Peter Anderson: On the EDAC, there is a very sharp young man, there has to be a group of people who are feeding ideas to Dan Watts.

Clyde Carson: Kimberley, Emma Bates, Christine Watts, Ed Messenger are working with Dan Watts.

Andy Bodnarik: Can we get that group to come talk to us so we can get a level of comfort?

We need a contact name.

James Gaffney: There needs to be authorized contacts on the behalf of the town. The owner of the website is the town of Warner. They need an authorized point of contact, on who can approach the company to get things. The other part is the administration of it. What information is going to be up there? My understand is that this is going to be controlled by people like **Ben Frost and Janice Loz**. The issue of what is the authoritative document of what is posted. Anything on the website is not the authoritative copy. We need a clear document that says the authoritative document is not what is on the website, it is what is at Town Hall.

Clyde Carson: The cost of the project is \$500.

James Gaffney: We need to have a clear disclaimer on the site.

Andy Bodnarik: If you want to authoritative copy, you need to go to the source.

Who is going to have the administrative privilege to post? I am not saying who should be responsible.

James Gaffney: we also need to keep logs of who posts what, and where. We need to have a conversation with the folks that are going to design.

REPORTS

1. **Board of Selectmen - Clyde Carson.** The liquor store had a defective device on the lighting, which has been fixed.

Three was a full house vote of naming the roundabout after Barbara Annis. Voice Vote. We have cleared the house , and it goes on to the Senate, then it goes to the Governor. The state does not take responsibility for signage, but they allow signage.

2. **Regional Planning Commission - Ben Inman.** Attended my first Regional Planning Commission. I walked in early and attended the executive session. The actual meeting was about NH housing, raising rents, and a limited amount of workforce housing. It is hard to get labor up here and have a place for people to live. We talked about the 10 year plan. They are looking at Henniker/Hopkinton and Routes 127/202/ and 9.

Ben Inman volunteered to be the planning board's **representative to Transportation board.**

Andy asked if they said anything about resurfacing on the main road, on 103?

Clyde Carson responded that it is scheduled for 2020.

Clyde Carson: If the Planning Board members would like to see a GIS system, it would be good to go to a Budget Meeting. We had a Weatherize Kearsarge meeting. There are six towns participating, and you can get deep discounts on weatherization of your property. It involved the sf of your house, and the amount of fuel you use. Just look at your town website, unless you are Warner. There are six town involved, and everyone has a GIS system, except Warner.

Andy Bodnarik: I once went through to look at my house on the town records, and I looked at the dimensions, and did my own measurements. None of them matched. It is also a function of inside vs outside dimensions. The best you are going to get is an estimate. It is for realtors and I think they should pay for it.

Clyde Carson: Businesses rely on this data to make decisions. On the 12 of February, the GIS company is going to present to the BOS.

James Gaffney: I believe we had this on warrant article, and the town voted it down. Be very careful about what information you intend to make available. It is the question of what information is being shared.

Andy Bodnarik: As a former state employee, we found out that there is an automatic offset that is placed there for security. You don't want a target on your military base. We have GIS system in the state, for the department of environment services now, that covers air, water, waste. One of the complicating factors is that you have to be careful of security concerns.

- 3. Economic Development Advisory Committee** – We don't have a representative from the Planning Board to the EDAC. A representative of EDAC, Bret Inman, will attend the march planning board meeting.

- **PUBLIC COMMENT**
- **ADJOURN at 9:05pm.**

PLANNING BOARD MEETINGS WILL END AT 10:00 P.M.

CASES REMAINING ON THE AGENDA WILL BE HEARD FIRST AT THE NEXT SCHEDULED MONTHLY MEETING