

**PLANNING BOARD**  
**MEETING MINUTES**  
**March 23, 2021**

**7:00PM**

**Remote Meeting**

**Members Present:** Otto Lies, Mike Krikonis, John Michalak Scott Carlson, Nancy Kielinen and James Parker

**Not Present:** Robert Ricker

**Others present:** Pam Harding, Director of Planning; Isabel McCauley, Holden DPW, Julian Votruba, NEED, Sunshine Ridge Estates; James Soucy, Sunshine Ridge Estates; Jeff Roelofs, Village at Westminster Place; Margaret Daly, 78 Tea Party Circle, Village at Westminster Place; Linda Donoghue, 9 Explorer's Way, Village at Westminster Place; Jean Siequist, 82 Tea Party Circle, Village at Westminster Place;

S Carlson called the meeting to order at 7:03pm.

**PUBLIC HEARING DEFINITIVE SUBDIVISION APPLICATION SUNSHINE RIDGE ESTATES – Bailey Road Development 7 Lot cul de sac – 160 Bailey Road** The revised information was submitted on February 25, 2021 and is in the google folder. DPW is currently reviewing the revisions.

S Carlson read the public hearing notice.

P Harding shared that DPW just reviewed today and they are not ready to make a decision at this point.

Julian Votruba, NEED, shared the revised plans. Addressing the comments from DPW however he just received another letter today with additional comments from DPW. Main issues were easements which were removed. Stormwater modifications were made however I McCauley still has some questions regarding that. Julian requests the Board comment on the proposed landscaped island. The DPW doesn't want a landscaped island would prefer a 50' cul de sac of pavement instead. I McCauley commented that an island would be in the right of way and would necessitate Town Maintenance.

J Votruba also asked for the Boards comment on DPW item 26 and 27 regarding traffic study.

I McCauley clarified they are not asking for a traffic study but looking for a review to ensure no obstructions to be in the line of site for vehicles from Bailey Rd.

There was discussion and a decision to continue the hearing to the April 27<sup>th</sup> meeting.

I McCauley mentioned the comment for the evaluation of 2 culverts on Bailey Rd because the stormwater would be directed near there and want to be sure the culverts would be able to handle the additional volume. J Votruba asked for the Town to provide information on the culverts for review and commented that they were very careful to design not to increase the volume. He will discuss with James Soucy and decide if they should have the analysis done on the 2- 12" pipes. J Votruba asked if doing this analysis would then put the burden of replacement if it is determined that the development adds any volume? I McCauley commented that is not the intention.

O Lies requested the Board receive documents on comments prior to the next meeting so they have time for review.

Motion by M Krikonis, seconded by O Lies to CONTINUE THE PUBLIC HEARING DEFINITIVE SUBDIVISION APPLICATION SUNSHINE RIDGE ESTATES TO APRIL 27<sup>TH</sup> MEETING AND EXTEND THE DEADLINE FOR FILING WITH THE TOWN CLERK TO May 11, 2021. Approved by a vote 6-0-1 (R Ricker not present)

**PUBLIC HEARING AMENDMENT SITE PLAN SPECIAL PERMIT VILLAGE AT WESTMINSTER PLACE NEWELL ROAD - Revised information was submitted on Monday and is located in the google folder, the applicant has also submitted an ANR to divide the property lines for purposes of condominium associations, similar to the division that occurred in 2013.**

S Carlson read the public hearing notice.

Jeff Roelefs, Counsel for the applicant, updated that comments have been submitted on the 3/16 to engineering and the board. They request a continuance to the next meeting in order for engineering to have time to review and address.

P Harding mentioned that they have received complaints that heavy equipment has been traveling over the finished pavement. P Harding also pointed out that sandbags are supposed to be in the detention ponds but they are no longer visible and they request that this be addressed.

S Carlson asked how the heavy machinery is going to access the construction area. J Roelofs said that they should not be utilizing the finished roadway, they should be utilizing the access areas that do not have top coating and will discuss with his client.

Margaret Daly, 78 Tea Party circle, commented that the heavy equipment has been coming all the way to Newell Rd. She also brought up concerns about the lighting which she has brought up many times.

Linda Donoghue, 9 Explorer's Way, asked how the change to the duplexes that back up to Explorer's will have the HOA divided.

J Roelofs commented that the single families usually have a small area of exclusive-use areas. Duplexes will have common area access he believes but can get clarification.

Jean Siequist, 82 Tea Party circle, asked that behind 533 (her unit) there is such a steep hill that was dirt and weeds, junipers were planted but mulch wasn't put on. During the winter the tree bark was swept down to the properties. Is there any way a stone wall could be put there?

S Carlson clarified that comment should really be addressed between the HOA and the management as the plans have already been approved by the Planning Board.

J Roelefs said that he will communicate the request to his client.

Motion by M Krikonis, seconded by O Lies to CONTINUE THE PUBLIC HEARING FOR VILLAGE AT WESTMINSTER PLACE TO APRIL 13<sup>TH</sup> WITH AN EXTENSION TO FILE WITH THE TOWN CLERK TO APRIL 27<sup>TH</sup> . Approved by a vote 5-0-2 (J Parker abstained, R Ricker not present).

**APPROVAL NOT REQUIRED VILLAGE AT WESTMINSTER PLACE NEWELL ROAD**

J Roelefs, Counsel for the applicant, spoke to address the ANR plan which would divide the existing parcels into additional lots. The reasoning for this is to create separate condominium associations.

S Carlson asked why there are no lines to subdivide them on the plan.

J Roelofs clarified that from the 2013 plan they are only creating 1 additional lot.

Motion by M Krikonis, seconded by O Lies to ENDORSE THE ANR AS PROPOSED FOR VILLAGE AT WESTMINSTER PLACE. Approved by a vote 5-0-2 (J Parker abstained, R Ricker not present).

### **APPROVAL OF MEETING MINUTES**

Motion by O Lies, Seconded by M Krikonis to APPROVE THE JANUARY 26, 2021 MINUTES FOR REGULAR AND EXECUTIVE SESSION AS AMENDED. Approved by a vote 4-0-3 (S Carlson and N Kielenen not present, R Ricker not present March 23, 2021)

Motion by O Lies, seconded by J Parker to APPROVE THE FEBRUARY 9, 2021 REGULAR SESSION MINUTES AS AMENDED. Approved by a vote 6-0-1 (R Ricker not present March 23, 2021)

Motion by M Krikonis, seconded by J Parker to APPROVE THE FEBRUARY 9, 2021 EXECUTIVE SESSION MINUTES AS AMENDED. Approved by a vote 6-0-1 (R Ricker not present March 23, 2021)

S Carlson thanked J Michalack for his years of service to the Holden Planning Board. Well wishes were expressed by all.

Motion by J Michalack, Seconded by M Krikonis to END THE MARCH 23, 2021 PLANNING BOARD MEETING AT 8:36PM. Approved by a vote 6-0-1