

**HOLLIS PLANNING BOARD  
MEETING MINUTES  
February 19, 2019**

**MEMBERS OF THE PLANNING BOARD:** Present: Bill Moseley, Chairman; Doug Cleveland, Vice Chairman; Cathy Hoffman, Jeff Peters, Benjamin Ming, Rick Hardy, alternate; Matt Hartnett, alternate. Absent: Chet Rogers, David Petry, Dan Turcott

**STAFF:** Mark Fougere, Town Planner; Kathie Donnelly, Interim Planning Assistant.

**CALL TO ORDER:** B. Moseley called the meeting to order at 7:02 pm and asked J. Peters to lead the Pledge of Allegiance. B. Moseley asked R. Hardy to vote in place of C. Rogers. He announced that B. Ming has signed his oath and will serve as a regular member; Matt Hartnett has signed his oath and will serve as an alternate.

**APPROVAL OF PLANNING BOARD MINUTES – January 15, 2019:** J. Peters made a motion to approve the minutes of the January 15, 2019 Planning Board meeting. C. Hoffman seconded the motion, which carried unanimously. C. Hoffman made a motion to approve and seal the minutes of the January 15, 2019 non-public session. D. Cleveland seconded the motion. A roll call vote was taken: B. Ming, aye; R. Hardy, aye; M. Hartnett, aye; J. Peters, aye; D. Cleveland, aye; B. Moseley, aye; C. Hoffman, aye. The motion carried unanimously.

**DISCUSSION AND STAFF BRIEFING:** M. Fougere informed the Board that there was a letter in their packets from the Dufresne family regarding the proposed sports field at Hollis/Brookline High School. He said that the applicants for **PB2018:022**, Housing for Older Persons, have asked to table their Conceptual Consultation until the March meeting. The applicant for **PB2019:01** has asked to table his Application Acceptance and Public Hearing until the March meeting.

J. Peters made a motion to table **PB2018:022** and **PB2019:01** until the next meeting. D. Cleveland seconded the motion, which carried unanimously.

**SIGNATURE OF PLANS** Mr. Peters made a motion for the signing by the Chairman of **Case: 2018:24** and **Case 2018:26**. D. Cleveland seconded the motion, which carried unanimously.

**HEARINGS**

**File PB2018:022:** Conceptual Consultation - Site Plan outlining the proposed construction of 30 units of detached Housing for Older Persons, Hollis Springs Active Adult Community, Owner/Applicant: James Prieto, James Seely, SLR, LLC & Silver Lake Flea Market, LLC., Map 46 Lots 6 & 10, Map 45 Lot 51, Silver Lake Road, Zoned A/B Agriculture Business & R/A Residential Agriculture. Tabled from Jan.15th.

Tabled until March 19, 2019 meeting.

**File PB2019:01:** Minor Subdivision of three lots served by a private way, 205 Proctor Hill Road, Map 11 Lot 12, Owner/Applicant Steve Rheaume, Zoned RL Rural Lands. Application Acceptance and Public Hearing. Tabled from Jan. 15th with no hearing.

Tabled until March 19, 2019 meeting.

38 B. Moseley asked M. Fougere to present the Staff Report for **File PB2019:02**: Final Subdivision. A  
 39 proposed minor subdivision of four lots served by a private way; Owner/Applicant: Tom & Kim Lawlor,  
 40 140 Pepperell Road, Map 3 Lot 26; Zoned R/A Residential-Agriculture. Application Acceptance & Public  
 41 Hearing.

42 M. Fougere stated that this application involves a minor four-lot subdivision with access via a common  
 43 drive. One single family home presently exists on the property. In the fall, the Planning Board conducted  
 44 a site walk on this site. The lots will range in size from four to 6.2 acres. Wetland buffer encroachment  
 45 will occur for the reconstruction of the driveway. All other zoning requirements have been met.  
 46 Regarding issues, a waiver has been submitted relative to Section IV H2d to allow a private way to serve  
 47 four homes. Another waiver has been submitted for overhead electrical service requiring one more  
 48 pole. The staff suggests a 100-foot wide, no-cut buffer be added to the plan for the property along  
 49 Pepperell Road to address Rural Character requirements. He noted a letter from Dennis LeBombard  
 50 which contains several recommendations, none of which are insurmountable.

51 J. Peters made a motion to accept this application. D. Cleveland seconded the motion, which carried  
 52 unanimously.

53 Kevin Anderson, Meridian Land Services, in the interest of disclosure said that he is a friend and  
 54 neighbor of the applicants. He said this is a four-lot subdivision of 20 acres which is almost entirely  
 55 forested. The Conceptual Design was presented to the Planning Board on October 6, 2018, and a Site  
 56 Walk was conducted on November 10, 2018. They were before the Conservation Commission on  
 57 February 6, 2019. The plan is to follow the existing driveway for minimal impact. The drive will be  
 58 widened from ten feet to 16 feet. The increase in run-off will be managed by 'berming up' to catch the  
 59 run-off in a stormwater pond. The berms will be two-feet tall. Waivers are requested to allow four lots  
 60 off of one private driveway and one to two more utility poles for electric service. Electricity will be  
 61 underground from the poles to the houses.

62 B. Ming asked about the easements for each lot's driveway.

63 Mr. Anderson said these will be written up for each deed.

64 R. Hardy asked if Mr. Anderson could see any challenges meeting the suggestions in the letter from Mr.  
 65 LaBombard.

66 Mr. Anderson said he does not see any challenges. Mostly, the letter involved requests for more detail  
 67 or for clarification.

68 B. Moseley opened the public hearing on this application at 7:16 pm. There being no one present  
 69 wishing to speak, B. Moseley closed the public hearing at 7:16 pm.

70 Mr. Peters made a motion to approve both waiver requests – for the private way to serve four homes  
 71 and for permission to add one or two utility poles for electric service. D. Cleveland seconded the motion,  
 72 which carried unanimously.

73 M. Fougere listed the stipulations which must be resolved prior to the Chairman's signing of the plan:

- 74 - NHDES subdivision approval required.
- 75 - NH DOT driveway permit shall be obtained.

- Address all comments from Town Engineer.
- Submit common driveway access easement and maintenance agreement for recording.
- Obtain private way name and note on plan.
- All lot bounds shall be set prior to recording.
- Note location of all erosion control measures.
- Wetland buffer areas shall be clearly delineated in the field prior to lot development or tree cutting.
- Clarify stump disposal areas.
- A fire cistern fee of \$7,500 shall be due at the time of building permit for each new home.
- Landscape buffer.

J. Peters made a motion to approve this application, pending proof of compliance with all stipulations. C. Hoffman seconded the motion, which carried unanimously.

Mr. Anderson asked for approval to have the Chairman sign the plan outside of a Planning Board meeting.

D. Cleveland made a motion to allow the Chairman to sign the plans outside of a Planning Board meeting. J. Peters seconded the motion, which carried unanimously.

**File PB2019:03:** Proposed site plan for the construction of a sports field behind the Hollis/Brookline High School along with lights, scoreboard, stands and a parking lot. Owner /Applicant: Hollis/Brookline Co-Op School District, 24 Cavalier Court, Zoned Town Center and Historic District. **Public Hearing**

M. Fougere stated that this site plan outlines the construction of a synthetic, multi-purpose, lighted playing field located behind the high school. This plan is being submitted under the provisions of RSA 674:54 Governmental Land Uses. Approximately 238,000 square feet of area will be disturbed to construct the field, drainage facilities, viewing stand area and a 34-space parking lot. An Alteration of Terrain (AOT) is required. A small wetland area will be filled (750 square feet) and a meeting will be scheduled with the Conservation Commission. A majority of the drainage will be addressed through a series of detention ponds on the north side of the site. A small drainage outfall is proposed towards the west. Four 70-foot tall light poles are proposed; a detailed lighting plan is provided.

Mr. Brad Mezquita, Tighe & Bond, stated that they have applied for an AOT permit. Under the turf will be a shock pad with a ¾ - inch crushed stone sub-base system. He indicated the location of a retention pond to the north of the field and French drains on the sidelines. He said that Musco Lighting, the player in sports lighting, has designed specific and directed lighting on 70-foot poles (the lowest they can go), which will register nearly zero candles 150 feet from the edge of the field. He said there is a small wetlands area in the middle of the field, which they will address at the March 6, 2019 meeting of the Conservation Commission.

J. Peters asked what is to the west of the field.

M. Fougere said that is Beaver Brook.

B. Moseley asked about the easement which runs through the field.

115 Mr. Mezquita responded that the attorneys for the school and for the owner of the easement are  
116 working on that.

117 D. Cleveland asked about listing the abutters.

118 M. Fougere said that the abutters should be added to the cover sheet.

119 R. Hardy asked about the triangular dark area on the map.

120 Mr. Mezquita said that there is a rip rap apron on the end of the discharge. He said they do not need  
121 detention or retention because the crushed stone, which is part of the sub-base, has a 40% void ratio.

122 B. Moseley asked if they would use irrigation.

123 Mr. Mezquita responded that they would not be using irrigation. He added that peak run-off will be less  
124 than it is now. The crushed stones detain run-off.

125 D. Cleveland asked about the depth of the ledge.

126 Mr. Mezquita said it was between five and ten feet.

127 D. Cleveland asked if hot days at the beginning of the season would be a problem and if water would be  
128 used to cool the field.

129 Mr. Mezquita responded that hot weather could be a problem but there is no plan to cool the field  
130 because that only lasts about 20 minutes.

131 D. Cleveland asked if this will be a multi-use field and if it will be used for practices and games.

132 Mr. Mezquita responded that it is a multi-use field, to be used for football, soccer, lacrosse and field  
133 hockey. It will be a game field.

134 Mr. Andrew Corey, Superintendent of Schools, SAU 41, claimed that they would not light the existing  
135 football field in the future and they would reduce the use of Town fields.

136 R. Hardy asked about noise from the PA system and its effect on neighbors.

137 Mr. Corey said the PA system has lots of upgrades so that noise can be better targeted. There will not be  
138 as much of an echo effect.

139 R. Hardy asked how this would be demonstrated.

140 Mr. Mezquita asked if the town has a noise ordinance.

141 R. Hardy responded that Hollis does not have a noise ordinance but sound studies have been done for  
142 projects. He said the Planning Board would be looking for specifics similar to those for lighting in order  
143 to demonstrate their claims.

144 D. Cleveland asked about the turf.

145 Mr. Mezquita said it is polypropylene, using a hybrid of split and mono fibers, the best of both worlds.

146 D. Cleveland asked if this is what was used for the Bedford field.

147 Mr. Mezquita said it was the same.

148 B. Moseley opened the public hearing at 7:48 pm.

149 Marty McLaughlin, 77 Main Street, said that he hopes the Planning Board is not steamrolled by the  
150 school. He has been an abutter since 2002 and they are terrible neighbors. He is not in negotiations  
151 regarding the easement, as was stated. He said he owns a 20-foot wide easement through the field.  
152 They have a shared right of way (ROW), a gravel driveway. It needs work two or three times a year and  
153 the school does nothing. His son was prosecuted for driving his four-wheeler off the ROW and had to  
154 pay a \$1,400 settlement. He said that Mr. Tom Enright approached him in 2010 about a football field on  
155 his front lawn, which Mr. McLaughlin agreed to talk about at a later date. Mr. Enright, he claimed, then  
156 announced at a meeting that Mr. McLaughlin had no objection to the project. Mr. McLaughlin stated in  
157 closing that he paid for the ROW, which is 920 feet long and goes to Beaver Brook; he wants to be able  
158 to walk on it.

159 D. Cleveland asked him if he had purchased his property from Robbie Hackett.

160 Mr. McLaughlin said that he had.

161 Mr. Thom Davies, 36 Forest View Drive, said he was representing the Beaver Brook Association of 117  
162 Ridge Road. He read a letter to the Planning Board from the Association. Beaver Brook Association has  
163 existed for 55 years. They do not take positions on issues but do express their concerns. He said he  
164 wants to know how close the field is to the lot line of the wetlands' 50-foot buffer. He stated that the  
165 Beaver Brook Association is also concerned about chemicals from the rubber material and other debris  
166 getting into Beaver Brook and the surrounding ecosystem. He said that a third party holds the easement  
167 in a conservation land trust and the Association is responsible for protecting the area.

168 Mr. Richard Husk, 116 Pepperell Road, said that his property is on land once owned by his father-in-law.  
169 It has a natural water dome flowing south and he is concerned about its protection.

170 Mr. Christopher Lussier, 34 Love Lane, said he is concerned about disruption of the natural environment.  
171 He said there is a natural swamp there, and he has a shallow well (18 feet deep). He said he wants to  
172 understand this project better and to educate himself. He wants to know if materials from the field will  
173 get into his well water and if the new field will have giant pine trees on all four sides.

174 M. Fougere indicated the location of pine trees on the north side.

175 Mr. Mezquita said trees would be removed on the sides, as needed. He said they are required to  
176 infiltrate back into the ground, and they have shown that they can do this. The aquifer will be  
177 replenished. He said that several studies have been done on chemical compounds. Leachates include  
178 zinc and arsenic, which appears naturally in the ground. He said the shock pad reduces the pile height of  
179 the carpet from 2.25 inches to 1.75 inches. Less rubber is used than before, with a ratio of 70/30, sand  
180 to rubber.

181 Shawn Tuthill, 75 Main Street, said the access driveway mentioned has been fixed four or five times  
182 since he moved in. The high school is not contributing, but they drive on it to cut the grass. The  
183 presenter says, "I think" or "I believe." He doesn't seem to know what he is talking about.

184 Mr. Mark Hurst, 43 Love Lane, said they have built retention ponds and should be required to monitor  
 185 them. The problem is not to the north but to the west. Crushed tires are known to have zinc, which is  
 186 toxic to aquatic life and the ecosystem. He referenced a study done in Connecticut in 2010 which covers  
 187 this thoroughly. The wetlands are high and flow into Beaver Brook. He said the lighting will be better on  
 188 this field than on the existing one because of the high trees. He said it would be appropriate for the  
 189 Planning Board to take a stand and communicate to the Department of Environmental Services (DES).  
 190 He said he is a member of the Conservation Commission and they will also take a position.

191 Mr. Tom Dufresne, 17 Pond Road, said he was speaking for the Conservation Commission. He referred  
 192 to a 2002 letter from DES regarding approval for a running path for the high school track team. The  
 193 letter said there could be no further impact to the areas above the track. He said this could be  
 194 interpreted a number of ways. He said he does not want his tax dollars used to pay DES fines.

195 B. Moseley asked if there was a plan for noise buffering with the use of vegetation.

196 Mr. Mezquita said they had not yet worked on a plan for noise buffering.

197 B. Moseley asked if there was a plan in place to monitor wells.

198 Mr. Mezquita said there was no plan for monitoring wells.

199 B. Moseley closed the public hearing at 8:24 pm.

200 D. Cleveland asked about the construction schedule.

201 Mr. Mezquita said they would go out to bid in the spring and planned to have the field ready for use in  
 202 the fall.

203 R. Hardy asked if they had received input from Beaver Brook regarding vernal pools.

204 Peter Smith, 40 Nartoff Road, said that there was a vernal pool within 150 feet of the end of the field.

205 R. Hardy suggested continuing this hearing to allow time to mark the vernal pools, to get a plan from Mr.  
 206 Corey regarding the PA system, and to conduct a site walk.

207 J. Peters said that the RSA limits what the Planning Board can do. They cannot make stipulations.

208 B. Moseley said they could express concerns to the School Department.

209 M. Fougere said they could write a letter to DES regarding concerns expressed by the Planning Board  
 210 and members of the public, and that they could conduct a joint site walk with the Conservation  
 211 Commission. A letter could be sent right away to express concerns and a follow-up letter could be sent  
 212 with recommended actions.

213 D. Cleveland asked how long it will take the DES to make a decision.

214 M. Fougere said that, depending upon the type of project, it could be very quick or very long.

215 J. Peters said they should communicate with DES very soon.

216 Mr. Mezquita said they submitted their plan to DES a couple of weeks ago.

217 D. Cleveland said it could take several months to work through the process.

218 R. Hardy stated that a statutory change went into effect in January of 2019, requiring the DES to respond  
219 to applications within 30 days. They are attempting to streamline the process.

220 M. Fougere said a letter to the DES could list concerns related to their responsibilities and another could  
221 be sent to the School Department listing all concerns.

222 B. Moseley said that the Planning Board should inform the DES about concerns for monitoring ground  
223 effluent and its effect on wells and wetlands.

224 R. Hardy said they should inform the DES of concerns about how drainage relates to vernal pools.

225 B. Ming said the easement should be moved because it is not good to leave it where it is.

226 B. Moseley said the School Department should be notified of concerns about noise pollution. He added  
227 that vegetation could be used to buffer noise.

228 C. Hoffman said they should decide if the Planning Board should work jointly with the Conservation  
229 Commission to address Beaver Brook issues.

230 M. Fougere said the Planning Board should suggest directing to the north the drainage which is currently  
231 directed to the west.

#### 232 **Other Business**

233 **Master Plan:** Final Draft Hollis Master Plan Housing & Population Chapter; NRPC to provide update.

234 Cassie Mullen, NRPC, reported that, at the last meeting, this chapter was finished except for the  
235 conclusion. That is now complete. She said it was decided that the school population should be in the  
236 Town Facilities chapter, which the town is doing.

237 M. Fougere said that the contract with NRPC was for four chapters plus maps. A public hearing will be  
238 held on the NRPC chapters and those prepared by the town.

239 Ms. Mullen asked the Board members if they wished to comment on any sections of the chapter.

240 B. Moseley said that he would like to remove the section regarding a three-acre minimum lot size. The  
241 other members concurred.

242 D. Cleveland said that the population projections are on the high side.

243 M. Fougere said these projections could be revisited after the 2020 census.

244 Ms. Mullen said that a footnote could be added.

245 R. Hardy noted a shift in the types of housing being constructed. He said they are seeing 55+ and  
246 workforce housing versus large, single-family homes. So, the number of units is increasing.

247 Ms. Mullen said they could obtain data from the Office of Strategic Initiatives (OSI) once the census is  
248 complete.

#### 249 **Amend Planning Board Rules of Procedure: Membership Section B.6**

250 M. Fougere said this addition was proposed at the January 15, 2019 Planning Board meeting:

Upon any alternate or regular member of the Planning Board having three consecutive absences from "Regular" Meetings as defined by Section G.1, without just cause as determined by the Planning Board Chair and Vice Chair, it will be recommended by the Chair to the Board of Selectmen that the member be removed from the Planning Board.

C. Hoffman made a motion to approve this addition to the Rules of Procedure. J. Peters seconded the motion, which carried unanimously.

**ADJOURNMENT**

D. Cleveland made a non-debatable motion to adjourn at 9:02 pm. C. Hoffman seconded the motion, which carried unanimously.

Respectfully submitted,

Kathleen Donnelly

Kathleen Donnelly  
Interim Planning Assistant



