

PLANNING BOARD MINUTES
MAY 26, 1999

ROLL CALL:

David Dubay-Chairman-Present
Bernie Rouillard-Vice Chairman-Present
Jack Gattinella-Secretary-Present
Wayne Morris-Regular Member-Present
Russell Wilder-Regular Member-Present
Annette Stoller-Regular Member-Present
Keith Goldstein-Alternate-Present
Walter Kolodziej-Alternate-Present
Margaret Crisler-Selectman-Present
Galen Stearns-Selectmen's Alternate-Excused

LIAISON REPORTS:

Mrs. Crisler reported the Board of Selectmen re-appointed the current members, Mr. Wilder, Ms. Stoller and Mr. Kolodziej to their current positions. The Selectmen also appointed Mr. Carpenter to the position of alternate. The conservation Commission and the Board of Selectmen held a public hearing on the purchasing of the development rights to the Landry Property located on Lowell Road. The decision was unanimous to purchase the development rights.

Mr. Wilder motioned to waive the rules for recording due to the fact the Board did not have a device for this evening and rely on the secretary's minutes. Mr. Rouillard seconded. Passed 6-1 (A. Stoller opposed).

Ms. Stoller reported on the planning and zoning conference held on Saturday, in concord. Ms. Stoller passed out a report on the three (3) session she attended, sprawl, access management and preserving local heritage. Discussion followed on ordinances for telecommunication towers.

Mrs. Crisler attended sessions on land use law update, telecommunications, making towns farm friendly and when a Board should ask for a study and what to do with the study.

Mr. Dubay attended sessions on basic planning and zoning issues and data collection. Mr. Dubay will distribute documents at the next hearing to all members of the Board.

SISTERS OF MERCY SITE PLAN (12-A-500 & 12-A-500A) - PUBLIC DISCUSSION

23 Searles Road

Mr. Karl Dubay, of T F Moran, reviewed the proposed site plan for McAuley Commons. The project is for 24 units of affordable housing for the elderly. The applicant will subdivide the parcel first with the project needing approximately 7-12 acres. The lot size will be

determined by the septic needs of the project.

Mr. Dubay reviewed the location of the building and access to the facility. Adequate sight distance can be attained at the end of the stonewall. There will be an access easement for future development and the service roads will interconnect with existing roadways in the complex. The proposal is for 30 parking spaces. This project will meet all the requirements for affordable housing. The units will be rental units only and has received a grant from HUD.

The design of the building was shown in a conceptual phase with buffers to surround the buildings. There will be two (2) septic systems in front of the facility and the systems will be permitted by DES. The 24 units will be approximately 22,000 square feet. The intent is to keep the stone wall except for curb cuts for safe access. The applicant has met with the planning staff and the Fire Department. A drainage study will be done on the site and back up stubs will be at each end of the roadway for turning around.

This project will be managed by the Sisters of Mercy and will have income requirements and ages requirements, 62 years old. The units will be specifically designed for the elderly and have strict lease agreements as per HUD. The rent is subsidized and the renters would pay 30% of their income. The grant allows citizens of Windham and surrounding towns to apply.

Mr. Morris questioned the access around the rear of the building. Fire Inspector Ron Hoegan did not see access in the rear of the building as needed as the building will have a full sprinkler system and have all state of the art fire safety equipment in place.

Mrs. Crisler questioned the location of the cistern now on the property. The cistern is located near the Health Center. This project will have a separate system. Mr. Gattinella questioned the requirement of the elderly ordinance to provide public transportation and shopping. Mr. Karl Dubay stated studies will be done on this issues and submitted.

Discussion followed on the historic elements of the area, age guidelines, income requirements, number of people occupying a unit, drainage impact and number of employees. There are no employees and a management company would maintain the property. This is an independent living project.

Sister Patricia Sullivan provided the Board with a floor plan showing a shared area with a community room and laundry room. The mail boxes would be centrally located. Mr. Wilder requested the units be properly ventilated. The name McAuley Commons comes from the founder of the Sisters of Mercy, Katherine McAuley.

Mrs. Crisler questioned the impact on municipal services and security. Mr. Dubay reiterated this was an independent living project. There are two (2) apartments that are handicap accessible. Mr. Morris motioned to send out the plans to the Police, Fire, Historic District Commission and Conservation Commission. Mr. Rouillard seconded and passed 7-0.

POWERS SUBDIVISION (17-I-35) - PUBLIC DISCUSSION

8 Armstrong Road

Mr. Wes Aspinwall, of Edward N. Herbert Assocs., Inc., presented the proposed two (2) lot subdivision. The plan depicted the hydric soils and the W.W.P.D. and frontage on Armstrong Road. The soils have been flagged and meet all the town requirements. Discussion followed on the agencies to review this project. Mr. Gattinella felt there was no compelling reason to send the plan to all the departments. Motion by Mr. Morris to send the plan to Police, fire, conservation commission and the Historic District Commission. Mr. Rouillard seconded. Passed 6-1 (J. Gattinella opposed).

Following the regular agenda items a workshop was held concerning:

- Status of master plan updates
- Checklists
- Planning Board by-laws update.

The status of the master plan updates is as follows:

4. The Recreation Committee has requested to update the recreation section and submit to the Board on June 16th. A formal meeting with the committee will be held on June 23rd for a joint review of the draft.
5. Facilities & Utilities section will be available for review by the Board and are currently in the distribution cycle.

The Planning Board by-laws are still in progress and will be available for the next workshop June 9, 1999.

The checklists for site plans and subdivision plans were discussed. The site plan checklist was reviewed and it was determined to:

6. Check it against the Site Plan Regulations and
7. Form a sub-committee consisting of Mrs. Crisler and Ms. Stoller to work with Mr. Turner to make recommendations to change the list.

The subdivision checklist is still in progress and will be available for the Board June 9th. Mr. Dubay agreed to work with Mrs. Crisler on the Planning Board by-laws. A suggestion was made by Mr. Dubay that members should start working on zoning changes.

Motion by Mr. Morris to adjourn and seconded by Mr. Wilder. Passed 7-0.

These minutes are in draft form and have not been approved by the Planning Board.

Respectively submitted
C. Jack Gattinella, Secretary