

## PLANNING BOARD MINUTES

August 31, 2005

### ROLL CALL:

Nancy Prendergast, Chairman – Present	Ross McLeod, Vice Chairman – Excused
Ruth-Ellen Post, Secretary –Present	Walter Kolodziej, Regular Member – Excused
Phil LoChiatto, Regular Member –Present	Pam Skinner, Regular Member – Excused
Neelima Gogumalla, Alternate – Present	Steven Griffis, Alternate – Present
Rick Okerman, Alternate – Present	Margaret Crisler, Selectmen Member – Present
Alan Carpenter, Selectmen Alternate – Excused	

### STAFF:

Al Turner, Director of Planning and Development – Present  
Rebecca Way, Town Planner – Present

*Ms. Prendergast opened the meeting at 7:30. Mr. Okerman, Mr. Griffis, and Ms. Gogumalla replaced Ms. Skinner, Mr. McLeod, and Mr. Kolodziej respectively.*

### MINUTES:

- Mr. LoChiatto motioned to approve the August 17 minutes. Mrs. Crisler seconded. Passed 4-0-3. Ms. Post, Ms. Gogumalla, and Ms. Prendergast abstained;
- Mrs. Crisler motioned to approve the August 24 site walk minutes. Mr. Okerman seconded. Passed 6-0-1. Ms. Prendergast abstained;
- Mr. LoChiatto motioned to approve the August 24 minutes; Mr. Griffis seconded. Passed 6-0-1. Ms. Prendergast abstained.

### BONDS:

- Orchard Blossom, release \$177,926.52 and retaining \$96,996.52. Mrs. Crisler motioned to approve. Mr. LoChiatto seconded. Passed 6-0-1. Ms. Gogumalla abstained.

### CORRESPONDENCE:

- Letter from Ralph Meissner and Chris Spanos regarding Fieldstone Woods Subdivision requesting permission to change guard rail from wood type to "rusty brown steel" type. Mrs. Crisler motioned to allow the change of type of guardrail from wood to rusty brown steel as a minor change to the site plan. Ms. Post seconded. Passed 6-0-1. Ms. Gogumalla abstained;
- Letter from Chief Lewis: night paving of sections of Route 111 to take place 9/6 to 9/9/05;
- Letter from Paul and Wendy Keller regarding a non-operating fire cistern on Bear Hill Road, asking where it is being relocated (in connection with a neighbor's application for variance) and when it will become operational again. Discussion: Can be addressed authoritatively before the variance issue is resolved; what can be done in the meantime. Consensus: Staff will invite the Kellers to discuss process and options for addressing this matter and will bring the immediate issue to the Fire Department for their attention;
- Letter from NH Division of Historical Development regarding Lakeview Elderly Housing project: no archeological issues;
- Letter from Town of Derry Planning Board confirming their willingness to meet with Windham Planning Board regarding Spruce Pond II subdivision at the Derry Municipal Center at their November 30 meeting. The Rockingham Planning Commission and Southern New Hampshire Planning Commission are also being invited. Ms. Post motioned to accept the invitation from Derry Planning Board for a joint meeting on November 30 regarding Spruce Pond II Subdivision and related regional issues. Mrs. Crisler seconded. Passed 7-0. We will also notify the Conservation Commission, the BOS, and Trails Committee.
- Letter from NH DOT regarding sidewalks on Route 111, which the BOS has approved;
- Notice of Municipal Law Lecture Series taking place in Manchester on 10/19 (Impact Fees), 10/26 (Ethics), and 11/2 (Constitutional Law and Variances);
- Memo from Recreation Committee asking notification of any opportunity to have land set aside for recreational purposes. Discussion: certain ordinances allow subdivisions to be required to set aside

recreational space; potential parking issues would also need to be addressed. Consensus: Staff will add Recreation Committee to our subdivisions checklist for notice and input as needed, as with other town offices and committees.

**LIAISON REPORTS:**

- CIP: Mr. LoChiatto reported that their first meeting took place last week. He was elected Chair; Marsha Unger is Vice Chair, and Suzanne Jortberg is Secretary. On September 1, reports will be taken from the Fire, Highway, and Transfer Departments. On September 15 or 22, reports will be taken from the Board of Selectmen, Library, Police Department, and Schools. CIP plans to have their meetings taped for airing on cable TV;
- Selectmen: Mrs. Crisler reported on the joint Windham-Salem meeting with Pennichuck Water Works last night.

**WORKSHOP: VILLAGE CENTER**

Staff proposed a checklist for Village Center development, drawing on key language from our Village Center Site Plan Regulations. Regulatory section numbers will be added for reference. Staff also offered a list of "Objective Statements" for guidance to developers, and sample "Open Space" guidelines from other towns. The Board will study these and finalize them at a later date. The desirability and costs of relocating Rt 111 were discussed, particularly in light of the eventual widening of Rt 111 to a four-lane highway.

Mr. LoChiatto motioned to adjourn. Mr. Okerman seconded. Passed 7-0. Meeting adjourned 10:20 pm

Respectfully submitted,  
Ruth-Ellen Post, Planning Board Secretary