



# Town of Merrimack, New Hampshire

Community Development Department

603 424-3531

6 Baboosic Lake Road

Fax 603 424-1408

Town Hall - Lower level - East Wing

[www.merrimacknh.gov](http://www.merrimacknh.gov)

Planning - Zoning - Economic Development - Conservation

## MERRIMACK PLANNING BOARD

### APPROVED MINUTES

**TUESDAY, May 21, 2013**

Planning Board members present: Robert Best, Alastair Millns, Tom Koenig, Stanley Bonislowski, and Desirea Falt.

Planning Board members absent: Michael Redding, Lynn Christensen, and Alternates Nelson Disco, Pete Gagnon, and Matthew Passalacqua.

Community Development staff: Community Development Director Tim Thompson and Recording Secretary Zina Jordan.

#### **1. Call to Order**

Robert Best called the meeting to order at 7:30 p.m.

#### **2. Planning & Zoning Administrator's Report**

Tim Thompson stated that the final meeting of the Master Plan Steering Committee is scheduled for May 28, 2013. The Planning Board agreed to his suggestion that there be a public presentation at its June 18, 2013, meeting rather than at a special meeting.

Chairman Best announced that the Highway Garage Building Advisory Committee seeks volunteers.

- 3. Old Blood Properties, LLC. (applicant/owner)** – Review for consideration of Final Approval of an application proposing a resubdivision of land resulting in the creation of one additional lot, located at Old Blood Road, in the R-1 (Residential) District. Tax Map 5B, Lots 003 & 003-1. **This agenda item is postponed from the May 7, 2013 meeting.**

Meridian Land Services has recently been engaged by Old Blood Properties to replace Viking Engineering Services. Meridian will assume all environmental, surveying and engineering tasks and responsibilities associated with the plan and application. To allow for the transition, the applicant requests a postponement.

**At the applicant's request, the Board voted 5-0-0 to postpone this item to June 18, 2013, in the Matthew Thornton Meeting Room, at 7:30 p.m., on a motion made by Alastair Millns and seconded by Desirea Falt.**

#### **4. Annual Meeting – Election of Officers and Review of the By-Laws**

**The Board voted 3-0-2 to re-elect Robert Best as Chair and Alastair Millns as Secretary, on a motion made by Stanley Bonislowski and seconded by Desirea Falt. Robert Best and Alastair Millns abstained.**

Robert Best and Alastair Millns thanked their colleagues and stated that it has been a privilege to serve.

There was no discussion of by-laws.

#### **5. Discussion regarding use of funds collected from applicants in lieu of sidewalk construction**

Chairman Best stated that, so far, three applicants have committed or agreed to commit funds in lieu of sidewalk construction. Since this is a new practice, a process about how to use the funds is in order. Stanley Bonislowski suggested that a subcommittee discuss town plans with the Community Development Director and the Director of Public Works. Chairman Best appointed Stanley Bonislowski to chair the subcommittee with Alastair Millns as the other member. Robert Best is willing to serve, if necessary. Tom Koenig suggested keeping minutes. Chairman Best requested a report at the July 9, 2013, meeting. Tim Thompson reported on the three applicants: Dunkin Donuts submitted money, Atrium's will be due in 12-16 months at the time of Certificate of Occupancy, and Merrimack Development Corporation's will be due before plan signing. Chairman Best suggested the subcommittee discuss whether in lieu of payment should be rare and Tim Thompson suggested it discuss whether amendments to the regulations may be appropriate.

#### **6. Discussion/possible action regarding other items of concern**

Chairman Best announced that, at its May 23, 2013, meeting, Town Council would recognize Pete Gagnon for his 39 years as a Planning Board member.

Tim Thompson announced that there are 13 applicants for the Assistant Planner position. He, Planning and Zoning Administrator Nancy Larson and PWD Deputy Director Kyle Fox have selected four applicants to interview and hope to hire someone soon.

#### **7. Approval of Minutes – April 16, 2013**

**The minutes of April 16, 2013, were approved, with changes, by a vote of 5-0-0, on a motion made by Stanley Bonislowski and seconded by Alastair Millns.**

#### **8. Adjourn**

**The meeting adjourned at 7:50 p.m., by a vote of 5-0-0, on a motion made by Alastair Millns and seconded by Tom Koenig.**