



Town of Merrimack, New Hampshire

Community Development Department

6 Baboosic Lake Road

Town Hall - Lower level - East Wing

Planning - Zoning - Economic Development - Conservation

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MERRIMACK PLANNING BOARD

APPROVED MINUTES

TUESDAY, DECEMBER 5, 2023

A regular meeting of the Merrimack Planning Board was conducted on Tuesday, December 5, 2023 in the Matthew Thornton Room.

Members Present:

- Robert Best (Chair)
- Lynn Christensen (Vice Chair)
- Town Councilor Barbara Healey (Ex-Officio)
- Jaimie von Schoen
- Haleem Mediouni
- Nelson Disco – Alternate

Members Absent:

- Kevin Peters
- Maureen Tracey – Alternate
- Mark Williams – Alternate

Staff Present:

- Robert Price, Community Development Director

1. Call to Order

Chair Robert Best called the meeting to order at 6:30 p.m. and led everyone in the Pledge of Allegiance. He then seated Alternate Nelson Disco for the currently-vacant member seat.

2. Consent Agenda

- *Regional Impact Determinations*

The Board voted 6-0-0 to approve the consent agenda, on a motion made by Lynn Christensen and seconded by Barbara Healey.

3. Public Hearing - Capital Improvement Program for Town of Merrimack

Town Manager Paul Micali and Deputy Director of Public Works Director Leo Laviolette presented the Town's capital projects. Mr. Micali started off with a brief explanation of the Capital Improvement Program stating that the Planning Board would be seeing requests costing \$100,000 or more for infrastructure needs. The Town of Merrimack deposits money into the capital reserves fund to save for and cover large projects to mitigate large fluctuations in the tax rate. The Town had 26 general fund capital projects and Mr. Micali will highlight some of those this evening. One of the current needs is a safety complex for the Town. The central Police and Fire stations have been outgrown due to the size of the Town. Fire Station 1 was constructed in

1960 and has gone through a few additions for a total of six bays currently. The Police station is made up of two buildings with a common entrance which was built when the Department was relocated in 1994. One of the Police station buildings was built in 1960 while the other was built in 1975. Since the stations first opened, there has been a significant amount of development in Town leading to the need for a new fire and safety complex. Mr. Micali said he is still in the process of negotiating to get a parcel of land where a safety complex could be constructed.

He then displayed a graphic showing the proposal for the safety complex. The complex would combine the Police and Fire Departments into one location. The portion to house the Fire Department would be approximately 19,638 square feet. It would include a training tower, five bay apparatus facilities, sleeping quarters as well as Fire Administration and the Building Department. Additionally, there will be common areas to include hallways, a conference room, interview rooms, and would be about 7,300 square feet. The Police Department portion of the building would be around 16,337 square feet. The safety complex in total would be about 43,000 square feet in size and would be one story. One reason they are looking at a combined safety complex is to decrease utility and Information Technology equipment costs. The safety complex would also have 14 to 16 covered parking spots for Police and Fire vehicles. The desired location is as close to the Daniel Webster Highway as possible. Ms. Christensen asked how much acreage is needed for the project. Mr. Micali responded between 7 to 10 acres were needed. The reason they chose to propose a one story building is because the cost goes up exponentially as the height of a building increases.

Mr. Disco noted that at one point the Town was looking at potentially placing a safety complex on a property off the Southern end of Continental Blvd. He asked if this land was still being considered. Mr. Micali said that piece of property would need to be donated by the school board as they are the current owners. The issue with the parcel is that it's only 3 acres and has a lot of wetlands so it would be more suitable for a smaller building. The Town still has the option to go before the school board to purchase this land if a second station for the Fire Department were needed. Chair Best briefly noted landscaping would be important in making the building visually pleasing from the street. Mr. Micali noted the tree scape was drawn as it was on the visual he displayed to provide cover for a security fence surrounding the employee parking area. At the top of the parking area there will be space for a dumpster, propane tanks, a spots for generators and a nearby green space for employees.

Chair Best asked how the proposed safety complex compared to the current facilities in regards to square footage. Mr. Micali said it would be roughly double the size of both of the existing facilities. He also asked if this would help create more space for the growth of the Police and Fire Departments in terms of staffing. Mr. Micali said they had conducted a space need study for current needs and needs for next 50 years. This building would be specifically designed to handle needs 15-20 years into the future. Chair Best asked if this building would be replaced after 15-20 years or if it would be adaptable. Mr. Micali said the building would be adaptable depending on the size of the parcel they secure. Chair Best then asked if ambulances would be stationed at the safety complex. Mr. Micali replied that two ambulances would be stationed there. Discussion continued regarding where ambulances would fit and whether other Fire stations would be closed. Mr. Micali noted that South Fire Station would remain open and would be slated for renovations. However, the current Central Fire station would close. Chair Best asked if there were plans to construct a North Fire Station. Mr. Micali responded no, during the fire needs study a Northwest fire station was recommended in the area of Bishop Street. That recommendation is not included in this plan or on the plans for the next six years. The discussion then touched on

sources of funding including the sale of current facilities, 24.5 million in bonds, and a private donation. Chair Best asked how much the bonds were for the Public Works building. Mr. Micali responded \$3.3 million and that project was completed about five years ago. They are looking at a 30-year bond for the safety complex project. Chair Best said in the past, CIP plans included projects for items such as roofs and there was a strong focus on the longevity of the roof or building overall. He assumes that same focus still applies in this situation. Mr. Micali said they are in the 30% design mode now; they have not looked at building materials yet but do plan to get guarantees on items. That will be the next step if the bond goes through during town meeting. Solar is currently not feasible for the municipality, but they have asked for the roof to be sturdy enough to hold solar in the future if the option is reasonable. Discussion moved on to the design of the roof and how it would incorporate peaks rather than being completely flat.

In response to a question from Chair Best Mr. Micali said there would be a dispatch for Fire and Police in this building. Dispatch would be located next to the common area. Chair Best asked if any antennas for radio services would be required. Mr. Micali responded that there would be an antenna, but he was unsure of the size and whether it would be on the ground or mounted on the roof. Discussion shifted to signage and whether there would be digital signage on site. Mr. Micali said they would probably have the same type of signage as the Police Department currently has (an electronic message sign) as well as regular signage for Fire and Police. He commented that signage hadn't yet been discussed in depth though there would probably only be a need for one sign. Chair Best said the current Police sign is a fairly basic message sign. He noted newer signs are probably a bit brighter and expressed concern if extremely bright lighting was placed near residential areas. Mr. Micali stated municipalities are not subject to Building Codes or Zoning Ordinances, but they would be following them.

Chair Best asked if emergency service vehicles would be maintained on the site. Mr. Micali said no, they would go to the Highway Garage for maintenance. Fire trucks may occasionally need to be sent to the manufacturer for repair. Chair Best then asked if fueling of vehicles would occur at the safety complex. Mr. Micali said no, this also occurs at the Highway Garage and they then discussed whether or not it would be efficient to have a second fueling station. They also discussed parking, including handicapped parking and whether there would be a public space available for things such as visitation hand-offs. There will also be CCTV security cameras in the front and back of the building.

Councilor Healey asked if there would be an area to dry out fire hoses after use. Mr. Micali said there would and also mentioned a training tower and the ladder truck which may be able to be used. Councilor Healey also asked if the equipment for refilling air tanks would be transferred to the new facility. Mr. Micali confirmed this was correct. Some items may need to be replaced while others can be transferred to the new facility as long as it is still useable. Chair Best said it would be prudent to build a facility with a lifespan to match the length of the bond so it isn't still being paid when they outgrow it. Mr. Micali clarified it is a 50 year building, but they would construct what is needed for the next 15-20 years while allowing for future continued growth. If it was a build out for 40-50 years, it would be another 15,000 square feet of space that may or may not get used.

Discussion switched over to South Fire station renovations. Mr. Micali stated that it was built in 1973 with a two bay garage and expanded in 1987 to include living quarters. Despite some renovations, it is no longer adequate for fire fighters or first responders. The kitchen needs to be renovated as well as the shower area. Additionally, there is no place for staff to take off their gear

before they enter the living quarters which will need to be addressed. Renovations are estimated to cost around \$1 million. The plan is to use some capital reserve funds as well as \$650,000 for fire use received from the Merrimack Premium Outlets.

Replacement of the bridge on US 3 (Daniel Webster Highway) was covered next. The bridge was constructed in 1933. Part of the bridge replacement will include the addition of a sidewalk and the bridge length will be increased slightly. The intersection at Wire Road will be worked on at the same time. Construction is projected to begin at the end of 2025. The plan is to use Federal and State funds for the project. After some back and forth with the NH Department of Transportation (NHDOT), the Town has met the warrant for a traffic signal at the Wire Road intersection. Chair Best asked when the bridge going over the turnpike on Baboosic Lake Road will be replaced. Mr. Micali said somewhere between 2024 to 2025. A temporary bridge will be placed on Baboosic Lake Road to avoid traffic flow issues while the bridge will be moved Northerly a bit on Wire Road and will be built in place before the current bridge is closed and dismantled. The bridge on Daniel Webster Highway will also have a temporary bridge to aid in traffic flow during construction. All three bridges mentioned will include sidewalks on at least one side. This is one of the last major bridges in Town that needs to be replaced.

Mr. Micali noted there are a variety of drainage improvement projects that also need to be completed in Town. There are some grants from the State to assist with some of these projects. Some of these projects would deal with sheet runoff and some would deal with stormwater absorption issues to avoid road ponding. There is also a potential crosswalk project on Daniel Webster Highway near the Shaw's Supermarket. Other efforts include paving infrastructure improvements using injection techniques which prolong the lifespan of roads. There are also plans for a pedestrian bridge over the Souhegan River which may benefit from a bridge aid program offered by the State. Other bridge repair projects included redesigning the historic Chamberlin Bridge (over the Souhegan River). There are also plans for a fueling station repair at the Highway Garage to include a canopy and new fuel tanks. There is a gasoline and diesel tank at the facility both 7,500 gallons in size. Chair Best asked if there are monitoring wells around the tanks to check for leaks. Mr. Micali responded he was not sure, but that he would get an answer. Chair Best also asked if there would be a concrete apron around the tanks to catch any potential spills. Mr. Micali said the project has not yet been designed or put out to bid. This will be a consideration during construction.

Mr. Disco expressed support for the Chamberlin Bridge restoration. He then asked if the Naticook Triangle would have any improvements. Mr. Micali said the intention was to place it on the 10-year plan. Mr. Disco asked if capital reserve funds paid for wastewater treatment facility improvements or if taxpayers funded these improvements. Mr. Micali stated that the Wastewater Treatment plant is always funded by user fees, meaning anyone who has Town sewer would be funding these facility projects. It is not included in the tax rate. Mr. Disco also had questions about sewer extension funding. Mr. Micali clarified that sewer line extensions are funded by the tax payers.

There are 13 projects slated to use wastewater capital reserve funds. Mr. Micali highlighted a few of them including the relocation of the sewer line connector for the Turnpike expansion near Executive Park Drive as well as upgrades to the Pennichuck pump station. He also briefly explained how the funds are broken out on a spreadsheet which was provided to the Planning Board. Mr. Disco expressed interest in seeing a plan to finish the sidewalks within the Town

Center. Mr. Micali said the work may need to be combined into a few projects to make completion feasible.

The Board voted 6-0-0 to assign priorities to the projects presented as follows, on a motion made by Barbara Healey and seconded by Lynn Christensen:

Priority I (Urgent)

- ***South fire station***
- ***Chamberlain Bridge rehab***

Priority II (Necessary)

- ***Public safety complex***
- ***DW Highway/Baboosic Brook bridge replacement & Wire Road intersection improvements***
- ***Amherst Road bridge***
- ***Stormwater drainage improvements***
- ***Retrofit drainage for MS4 Permit Compliance***
- ***Twin Bridge Road sidewalks***
- ***DW Highway crosswalk @ Shaw's***
- ***Woodland Drive area drainage improvements***
- ***Paving infrastructure improvements***
- ***Bonded wearing course – DW Highway (Bedford Road to Woodbury Street)***
- ***Bonded wearing course – DW Highway (Greeley Street to Woodbury Street)***
- ***Sewer line extensions (McQuestion & Mayflower)***
- ***Bridge replacement – pedestrian bridge over Souhegan River***
- ***Library – HVAC***
- ***Library – Sprinkler system***
- ***Library – Slate roof***
- ***Library – New Library***
- ***Community Development – Master Plan***
- ***Relocate sewer connector under Everett Turnpike***
- ***Pennichuck pump station***
- ***Screw press gear box replacement***
- ***Burt Street pump station***
- ***Heron Cove pump station***
- ***Telemetry project***

Priority III (Desirable)

- ***Paving – gravel roads***
- ***Naticook Road triangle drainage and roadway improvements***
- ***Merrimack River boat ramp (Griffin Street)***
- ***DW Highway sidewalk improvements plan***
- ***New athletic fields***
- ***Chlorine building/Hypo feed system upgrade***
- ***Pearson Road pump station***
- ***PLC cabinet upgrades***
- ***Agitator PLC upgrade***

- *Nutrient removal*
- *Phase VI upgrade (aeration/misc.)*
- *Phase VII upgrade (solids handling)*

4. Public Hearing - Capital Improvement Program for Merrimack School District

This item was tabled indefinitely due to nothing having been submitted from the School District.

5. Public Hearing - Capital Improvement Program for Merrimack Village District

Ron Miner, MVD Superintendent and Keith Pratt, Underwood Engineers, presented MVD's capital projects. Mr. Pratt summarized the CIP plan focusing on some important highlights. He explained that MVD has about eight important projects coming up. Four of the projects are supply projects. There is also one tank project coming up in a few years as well as three significant distribution projects. The supply projects include Mitchell woods, a recharge project for wells 4 & 5 in Town, and new water supply investigations. MVD intends to pick one or two of these projects to complete as they anticipate water supply provided by completing just a few of these projects will be sufficient enough to cover the Town's needs. Preliminary engineering is currently taking place for a few projects.

The Parker Drive tank project (which is a maintenance project) will require sand blasting and recoating. This project is being targeted out for a few years. The distribution projects include a PFAS water line extension for well (100% grant funded by the State), and two NHDOT projects to re-align waterlines crossing the Everett Turnpike.

Councilor Healy asked about the PFAS water line extension and why funding was coming from the State rather than St. Gobain. Mr Underwood stated that this project falls outside of the land that St. Gobain is responsible for. Mr. Disco then asked if there were any updates about wells in Town being shut down due to salt water contamination. Mr. Miner replied that MVD has a grant to allow them to create a protection plan. They are hoping additional funds will be available for future projects and equipment to deal with the issue. Mr. Disco asked what alternatives were available. Mr. Miner said the idea is to put less salt in and allow salt levels to decrease over time. Removing salt from water is very costly. Mr. Pratt said well 3, which had salt issues, was shut down and replaced with well 9. Mr. Disco pointed out salt is still being used on streets and eventually infiltrating stormwater.

The plan is to continue decreasing salt usage in Town and to hopefully be able to reopen well 3 in the future. NHDOT has been involved in looking to track and reduce the amount of salt used on roadways and to introduce the usage of brine rather than salt. Last year the Town revised their winter maintenance plan and is also looking into the usage of brine rather than salt. Mr. Disco expressed that he did not feel there was a satisfactory plan in place going forward. Chair Best said a lot of work to track usage has been undertaken. He said he also recognizes that MVD needs other organizations to work alongside them (such as NHDOT) to reduce salt usage. Councilor Healey said the Town has already gotten a brine machine and has installed salt meters on their trucks. The Town has already put a lot of money into solutions to lessen the impact of salt usage.

Chair Best asked about the status of a new MVD office. Mr. Miner said they would like to expand down the road, but they were still able to function in the space for the time being.

The Board voted 6-0-0 to assign priorities to the projects presented as follows, on a motion made by Jaimie von Schoen and seconded by Haleem Mediouni:

Priority I (Urgent)

- ***New well site installation (Mitchell Woods)***
- ***Artificial recharge at wells 4 & 5***
- ***PFAS water main extensions***

Priority II (Necessary)

- ***MWW emergency connection infrastructure upgrades***
- ***DOT water line improvements***
- ***DOT Everett Turnpike***
- ***Belmont booster station pumps***

Priority III (Desirable)

- ***Parker Drive tank***

- 6. Gino Bernard (applicant) and 5 Executive Drive LLC (owners)** - Review for acceptance and consideration of final approval of a waiver of full site plan review for a change of use to a warehouse. The parcel is located at 237 Daniel Webster Highway in the I-1 (Industrial) and Aquifer Conservation Districts. Tax Map 3D-2, Lot 43. Case #PB2023-31.

George Chadwick, Bedford Design Consultants & Gino Bernard, 5 Executive Park Drive, LLC presented the application. Mr. Chadwick explained they are seeking a waiver of full site plan review to allow for a change of use. The current site plan on record is for New England Phone and Telegraph and the building was used as a repair facility for their vehicles. The front of the building is a two story office building which housed approximately 75 employees. The rear portion of the building was a repair facility for the vehicles. The applicant would like to use the space as an office/warehouse for storage of items such as hardwood flooring and tile. No liquid items would be stored on premise. The parcel has been surveyed and meets all Site Plan and Zoning requirements to the best of Mr. Chadwick's knowledge. They completed a quick traffic analysis, there will be a lot less traffic generated from this proposal than there was during its prior use.

Mr. Price asked if the property was actually surveyed. Mr. Chadwick responded that they had done an as built survey, but hadn't surveyed the boundary. The boundary on the plan they provided was the boundary on record. Chair Best pointed out that the boundary on GIS and tax maps is different than the one shown on the plan provided. He believes the ones on the plan are correct though. Ms. Christensen asked if they would be any manufacturing on premise. Mr. Chadwick said no, it would strictly be a warehouse use. Ms. Christensen went on to question what would happen to all the piping currently on site.

Mr. Chadwick said the current site owner got an Occupancy Permit when they moved in without providing a change of use site plan. The purpose of this change of use waiver is to rectify that issue. Questions covered whether there would be any outdoor storage, or if all items would be stored within the building. Mr. Bernard said he may have a few items outside such as tile. Chair Best also confirmed that there would be no chemicals or unstable substances stored outside. Mr. Bernard said this was correct. Discussion covered whether or not a loading dock would be needed. Mr. Bernard said he would likely need one or two loading docks.

Mr. Bernard sought to obtain a Building Permit several months ago to complete interior renovations and he was told he needed to complete the Waiver of Full Site Plan process first. Mr. Chadwick said they will follow up in the future for a plan including the loading dock. Chair Best asked if the applicant would like the Planning Board to review this plan in the future or consider it now. Mr. Chadwick then pointed out where the loading dock is going to be located on the Southerly end of the building. Discussion turned to drainage structures on site and how they function. Chair Best pointed out there is a significant amount of impervious coverage on site.

Mr. Chadwick said the drainage collects via a float drainage system and discharges into a retention pond on the East end of the property. There is a large drainage pipe that cuts across the property as well which moves stormwater from the North side of the property to the South side. Chair Best asked if the general function of the drainage currently is the use of catch basins to collect water or if the water flows over the impervious surfaces to reach the pipe. Mr. Chadwick explained there are several catch basins on the property which collect water and flow it towards the detention basin on site to then discharge off the property. The size of the parking lot was discussed next, Chair Best pointed out pavement was costly to maintain and asked if Mr. Bernard planned to keep the parking lot the same size. Mr. Bernard said he would like to keep the lot as it is for now, he plans to later add onto the building and would look into potentially make changes to the parking lot at that time. Other specifics of parking were covered such as parking lot lighting.

Mr. Disco asked about a driveway shown on the aerial image and what its purpose was. Mr. Chadwick responded that the driveway was not on this specific property. He explained that the boundary to the East side of the property is incorrect, the second transmission building for power lines is located farther out than depicted on their site plan. Councilor Healey questioned where snow storage would be located. Mr. Chadwick said it would be located in the Northeast corner of the property and he will make sure it is shown on the plan. Handicapped parking and its location was covered next. Chair Best noted he knows there's currently fencing separating the front and back of the lot and asked what was fenced in and whether fencing would stay. Mr. Chadwick said the back of the parcel is fenced in. Fencing starts on the front corner of the building on both the North and South sides and encloses the whole rear portion of the parcel. Currently, the fence is chain link with security wiring on top.

Chair Best asked if any consumers would go to the site, or if items get shipped to a store to be sold. Mr. Bernard said he brings items to job sites, but there is not any showroom or sales occurring on site currently. Chair Best asked if the Fire Department had reviewed this plan yet. He also asked how wide the drive aisles were for vehicles to get through the fence. Mr. Chadwick said there is a gate on both sides of the building about 25 feet in length. Mr. Price said the Fire Department has not commented yet, but they may still submit comments. He noted that if there were floor drains on site, they may need to be sealed up as part of the Building Permit process.

The Board voted 6-0-0 to accept the application as complete for review, and to grant a waiver of full site plan review, citing that specific circumstances relative to the site plan, or conditions of the land in such site plan, indicate that the waiver will properly carry out the spirit and intent of the regulations, on a motion made by Lynn Christensen and seconded by Barbara Healey.

Public Comment was received via letter from Dennis Chmiel, 235 Daniel Webster Highway. A copy of this letter is on file in the Community Development Department.

The Board voted 6-0-0 to find that with the granted waiver of full site plan review and proposed conditions of approval, the application meets all applicable regulatory requirements necessary and further, to grant conditional final approval to the application subject to the following conditions to be fulfilled within 12 months and prior to signing of the plan, unless otherwise specified, , on a motion made by Lynn Christensen and seconded by Barbara Healey:

1. Final plans and mylars to be signed by all property owners. The appropriate professional endorsements and signatures shall also be added to the final plans and mylars;
2. Any waivers granted (including Section and date granted) and/or any changes requested by the Planning Board shall be listed and fully described on the final plan, as applicable (Note 14 shall identify the waiver of full site plan review granted on December 5, 2023);
3. The applicant shall address any forthcoming comments from municipal departments, boards, or committees, as applicable
4. The applicant shall address the following Planning Staff Technical Comments:
 - a. Please revise Tax Map in center box to state Tax Map 3D-2;
 - b. Please revise owner name in center box to be 5 Executive Drive, LLC;
 - c. Please add snow storage areas to the plan;
 - d. The applicant shall add the Planning Board Signature Block on sheet, to be designed as shown below;

Approved by the Merrimack, NH Planning Board on: _____

Certified by:

Chair: _____

Vice Chair: _____
 - e. Revise Note 7 to indicate water service provider is Merrimack Village District;
 - f. Revise Note 11 to eliminate mention of Industrial Flex use, as that was not identified anywhere else on the application;
5. The applicant shall address the following conditions imposed by the Planning Board at the hearing:
 - a. Proposed location of conex box/shipping containers shall be shown on the plan;

- b. Proposed loading dock area shall be shown on the plan to the satisfaction of the Community Development Department.

The following general and subsequent conditions are also placed on the approval:

1. The applicant shall address any forthcoming comments from the Building Department, as related to building code compliance and permit application, as applicable (that are not deemed precedent conditions);
 2. The applicant shall address any forthcoming comments from the Fire Department, as related to property addressing and fire code compliance, as applicable (that are not deemed precedent conditions).
- 7. Keith Curran (applicant) and Gleason Co. LLC (owners)** – Conceptual discussion regarding a proposal to construct a 7,650 s.f. manufacturing building with associated office space & other associated site improvements. The parcel is located at 63 Turbine Way in the I-1 (Industrial), Aquifer Conservation, Elderly Housing Overlay, and Town Center Districts. Tax Map 5D-1, Lot 5. Case #PB2023-30.

Greg DiBona, Bohler Engineering and Ward Gleason, property owner, presented the conceptual plan to the Board. Mr. DiBona explained an aerial image which was displayed to the Planning Board. The site's property line was overlaid onto the aerial image as well as the protective buffer zones. The current use of the property has been permitted since 2011, and the site has been relatively the same since around 1992 when there was a building on site. In 1998, the building was removed and the gravel areas, concrete area, and asphalt areas on site have remained the same. The proposed operation would involve a lot of material storage, and pallets of large material coming and going which would work well at this site. The site is surrounded by similar uses as well as the railroad track to the North and is bordered by the Merrimack River to the South. They are looking to improve the operation by providing a free standing prefab metal building to allow for some light manufacturing and office space, whereas the space currently serves as a storage and material space.

The plan they are displaying before the Board included concrete pads which were going to be removed. After receiving some preliminary comments from the Fire Department regarding maintaining building access, the concrete pads will stay. They are looking for initial feedback on parking requirements and whether they will need to allow for 17 parking spaces as dictated in code. They currently only have 5-7 employees and the addition of the building will not change these numbers. They don't feel the need for more parking based on operations and the intended use of the facility. Their proposal is to include 9 parking spaces and they are planning to request a waiver from the 17 that would typically be required. There is currently 61% impervious surface coverage on site and they have a slight improvement to that right around 60%. They are not proposing any additional stormwater mitigation, but are utilizing the change of surface cover to meet the requirements. The property has been surveyed and has water line serving it currently which feed two hydrants on site. The water main and hydrants can stay where they are as the proposed building would not impact them. 30-year-old sewer lines are still on site and the intent is to reuse them if they are still in good enough condition. They plan to use the existing connections for water and sewer. There are transmission lines to the West of the site and power lines overhanging the site. They would tap off the existing infrastructure to run power to the proposed building.

Chair Best said he doesn't have an issue granting a parking waiver for this site because of their space. He noted there is one handicapped space on the plan and asked if this would be sufficient to meet the standards, or if they would be seeking a waiver for ADA accessible spaces as well. Mr. DiBona said code stipulates there should be one ADA space for every six spaces. This means they would typically need two handicapped spaces; however, they would like to move forward with one space. There is space adjacent handicapped space that could be converted into another ADA accessible parking space in the future if necessary. Based off of the number of employees and the fact that the site isn't open to the public, they feel one space should be sufficient for the time being. Chair Best said he wasn't sure if the Planning Board had ever granted a waiver for handicapped parking or if they were even allowed to under ADA guidelines. Mr. Price said he wasn't sure the Planning Board had a right to make this type of decision as he believes it would be a federal issue. Chair Best said he thinks they may need to comply and add the stripes for the additional ADA space. Mr. DiBonas said they will certainly re-stripe the lot to add two ADA spaces if required to.

They then spoke about the permeable pavers on site and whether they were new or already on site. They briefly spoke about the details of whether or not these would be porous pavement or asphalt. Chair Best said porous pavement requires maintenance to avoid clogging which could pose a challenge at this site. Chair Best also asked what materials are currently on site. Mr. Gleason said the material on site is predominately re-fabricated Granite. There is a space near the River where they plan to stage items or park a truck. Chair Best asked if there was also sand & gravel towards the top right portion of the site. Mr. Gleason said this area has bins filled with Granite. This material will be used to manufacture new items. Chair Best asked whether there were measures in place to control the dust generated from cutting and grinding Granite. Mr. Gleason said a lot of large companies use water in their saws. Most large projects are subcontracted out from this site and only smaller scale cutting projects will be done on site. Site access was discussed next. Mr. DiBona stated there is an existing access drive that comes across adjacent to the property which extends further out and eventually goes back to the highway. In response to a question from Chair Best, Mr. DiBona said a portion of the access drive is paved but it eventually transitions into gravel. Chair Best asked about easement on site supporting access. Mr. Gleason confirmed easements had been worked out.

Mr. Disco asked about the 100-year floodplain and shoreland protection boundaries. Mr. DiBona confirmed the 100-year floodplain was shown along the wood line towards the river bed. They do not intend to disturb this area. They hope to place the building roughly near the location of the last building while staying within their front setback and keeping as much distance as possible from the Merrimack River. Impervious surfaces and a questions regarding stormwater mitigation were then discussed. Chair Best expressed concern saying he would like more details to ensure stormwater systems were working correctly and not directly dumping stormwater into the Merrimack River. Mr. DiBona said they typically provide a stormwater narrative for this type of project to show pre/post runoff figures and give an explanation of how they are complying with relevant sections of the Zoning Ordinance. Chair Best suggested they work with Staff to determine pertinent requirements in regards to Stormwater for this site.

Councilor Healey said she wasn't sure exactly where the building was going. She asked that the applicant make it clear where the building would be located on the site as well as the location of the access drive when they revisit the Planning Board. It needs to be clear to Emergency vehicles where they would enter the site. Mr. DiBona asked if the Planning Board thought this project

could come before the Board again before Christmas if they were able to address feedback they've received so far. Chair Best said Mr. Price could confirm, but he didn't see any issues from the Planning Board side. Mr. Price stated some upcoming meeting deadlines and there was some brief back and forth regarding the process the applicant could follow to move forward. Chair Best didn't think there was a need to look at traffic analysis. Mr. DiBona said no changes in operations would occur and traffic would remain similar to current trends.

Chair Best said that since this item was conceptual, no vote was necessary from the Planning Board. The applicant can come back whenever they'd like and any abutters will be noticed since the item has not been continued.

8. Planning & Zoning Administrator's Report & Discussion/possible action regarding other items of concern

Mr. Price informed the Board that Casey Wolfe-Smith has returned to the Town and will be serving as the Zoning Administrator.

9. Approval of Minutes — November 7, 2023

The Board voted 6-0-0 to approve the minutes of November 7, 2023 as amended, on a motion made by Lynn Christensen and seconded by Barbara Healey.

10. Adjourn

The Board voted 6-0-0 to adjourn at 9:14 p.m., on a motion made by Lynn Christensen and seconded by Barbara Healey.