



# 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, FEBRUARY 04, 2020**

A regular meeting of the Merrimack Planning Board was conducted on Tuesday, February 4, 2020 in the Matthew Thornton Room.

Robert Best, Chairman presided.

#### Members Present:

- Alastair Millns (Vice Chairman)
- Neil Anketell
- Nelson Disco
- Councilor Bill Boyd, Ex-Officio

#### Members Absent:

- Dan Ricker
- Lynn Christensen
- Paul McLaughlin

Staff Present: Casey Wolfe, Assistant Planner

**1. Call to Order:** Chairman Best called the meeting to order at 7:00 p.m. and appointed Nelson Disco into a voting position in place of Lynn Christensen.

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

- Chairman Best requested that staff look into the electronic sign at WoodSpring Suites at Exit 11, as he believes it is changing quicker than our ordinance allows.

#### **3. Discussion of Capital Improvement Program for School Administrative Unit #26.**

Before beginning the review of the Capital Improvement Plan (CIP) for the School District, Councilor Boyd read a letter from Matt Shevenell, Assistant Superintendent for Business into the record (a copy of the letter is attached to these minutes).

The Board briefly discussed the cost of the window replacement project, questioning whether or not the description that 26 windows need to be replaced due to asbestos encompasses the total number or if there are more windows that need to be replaced but the others do not have asbestos. The projected cost of \$265,000 for 26 windows would average to roughly \$10,000 per window, which seems considerably high. Councilor Boyd speculated that the cost is likely due to the best practices required for removing asbestos.

Two projects on the CIP were not prioritized by the School Board (Brentwood Site Clearing and MHS Turf Field) so a recommendation was made by Councilor Boyd that the Planning Board not prioritize them either. The rest of the Board agreed that they would leave those two projects blank.

Nelson Disco made the recommendation that the Board express their dissatisfaction that someone from the School District did not attend the meeting to make a formal presentation to the Board. The other Board members disagreed and stated they did not feel it was necessary since all of the projects presented were for general maintenance.

The Board members also discussed the SAU Master Plan and Nelson Disco made the recommendation that when the School District is ready to form a committee to discuss the Master Plan, they include representation from the Town Center Committee. The Board would also like to compliment the School District's decision to move forward with their Master Plan.

The Board voted on the recommended rankings of all of the School District Capital Improvement Project items as follows:

Urgent: Roofing

Necessary: Master Plan Study - Redesign, SAU Construction/Campus Redesign, Bleacher Upgrade, Gym Floor Replacement, Boilers, Window Replacement, and Lighting Retrofit.

4. **Hoyle, Tanner & Associates, Inc. (applicant) and OVP Management, Inc. (owner)** – Continued review for acceptance and consideration of an amendment to the site plan conditions of approval. The applicant is seeking an amendment to the sidewalk installation condition (item #13) discussed during the September 17, 2019 Planning Board meeting. The parcel is located at 360 Daniel Webster Highway in the C-2 (General Commercial), Aquifer Conservation, Elderly Housing and Planned Residential Development Overlay Districts. Tax Map 4D-3, Lot 001. Case # PB2019-22A. **This item is continued from the January 7, 2020 meeting.**

**At the request of the applicant, this request was withdrawn.**

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

Councilor Boyd asked if Staff has set up a time with Jamie Emery from EGGI to present the Sodium Chloride in groundwater presentation. Chairman Best explained that although the Board had expressed a preference to have the presentation during a Planning Board Meeting, it was already in the process of being scheduled for a Town Council meeting (February 13, 2020 in the Matthew Thornton Room). Chairman Best encouraged the Board members to attend the meeting if they are available and stated they would share any materials that are provided with those that are not able to attend.

#### **6. Approval of Minutes - January 21, 2020**

**The Board voted 5-0-0 to approve the minutes of January 21, 2020, as submitted, on a motion made by Alastair Millns and seconded by Bill Boyd.**

#### **7. Adjourn**

**The Board voted 5-0-0 to adjourn at 7:35 p.m., on a motion made by Alastair Millns and seconded by Bill Boyd.**

**Attachments:** Merrimack School District CIP Letter from Matt Shevenell, Assistant Superintendent for Business