



# TOWN OF HUDSON

## Planning Board



Vincent Russo, Chairman

Rick Maddox, Selectmen Liaison

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### HUDSON PLANNING BOARD MEETING MINUTES February 9, 2011

#### I. CALL TO ORDER

Chairman Russo called this Planning Board meeting to order at 7:04 p.m. on Wednesday, February 9, 2011, in the Community Development meeting room in the Hudson Town Hall basement.

#### II. PLEDGE OF ALLEGIANCE

Chairman Russo asked Mr. Della-Monica to lead the assembly in pledging allegiance to the flag of the United States of America.

#### III. ROLL CALL

Chairman Russo asked Mr. Hall to serve as Acting Secretary in the absence of Secretary van der Veen and to call the roll. Those persons present, along with various applicants, representatives, and interested citizens, were as follows:

**Members**

**Present:** Glen Della-Monica, George Hall, Vincent Russo, and Richard Maddox (Selectmen's Representative).

**Members**

**Absent:** James Barnes (excused), Ed van der Veen (excused), and Mr. Malley (excused)

**Alternates**

**Present:** Irene Merrill, Jordan Ulery, and Ken Massey (Selectmen's Representative Alternate).

**Alternates**

**Absent:** Stuart Schneiderman.

**Staff**

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**HUDSON PLANNING BOARD Meeting Minutes**  
**February 9, 2011**

**Page 2**

**Present:** Town Planner John Cashell.

**Recorder:** J. Bradford Seabury.

#### **IV. SEATING OF ALTERNATES AND ANNOUNCEMENTS**

Chairman Russo seated Mr. Ulery in place of Mr. Malley and seated Ms. Merrill in place of Mr. van der Veen.

#### **V. MINUTES OF PREVIOUS MEETING(S)**

Chairman Russo addressed the minutes for the meetings of January 26, 2011, asking if anyone were prepared to review the minutes.

Mr. Della-Monica stated that he had found a couple typos:

- Page 18, last paragraph, 3<sup>rd</sup> line: "AV box" should be changed to "AB box."
- Page 16, last paragraph, 1<sup>st</sup> line: "scoring" should be changed to "scouring."
- Pg 7, last paragraph: the word "shed" should be changed to "she," so that the phrase would read "She said she ...."
- Page 8, 3<sup>rd</sup> paragraph from the bottom, 1<sup>st</sup> line: the word "liter" should be changed to "letter" so that the phrase would read "she had submitted a letter."

Ms. Merrill requested the following changes:

- Page 6, 3<sup>rd</sup> paragraph, 3<sup>rd</sup> line: the space between "plan" and the following "s" should be removed, making the word "plans."
- Page 6, 6<sup>th</sup> paragraph, 6<sup>th</sup> line: the punctuation pertaining to the tax map number, lot number, and street address should be corrected.
- Page 7, 3<sup>rd</sup> paragraph, 1<sup>st</sup> line: the word "pervious" should be changed to "previous."
- Page 9, 2<sup>nd</sup> paragraph, 3<sup>rd</sup> line: the word "land" should be changed to "lane," so that the phrase would read "with a turn lane."
- Same paragraph, 5<sup>th</sup> line: "pan" should be "plan."
- Next paragraph: the semicolon after the abbreviation "Mr." should be removed.
- Page 10, 1<sup>st</sup> full paragraph, 3<sup>rd</sup> line from bottom: the word "thee" should be changed to "these."
- Last paragraph on that same page: the word "waiver" is misspelled.
- Page 11, 3<sup>rd</sup> paragraph, 4<sup>th</sup> line: a verb is missing after "there,"
- Page 12, 1<sup>st</sup> paragraph: a word is missing after "citing the."
- A subsequent paragraph ended with an extraneous slash mark following the period.

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- Page 14, 2<sup>nd</sup> paragraph: the extraneous apostrophe and “s” should be removed from “that.”
- Page 16, 2<sup>nd</sup>, paragraph: “locus” should be changed to “location.”

No other changes being brought forward, Mr. Della-Monica moved to approve the 01-26-11 minutes as amended; Selectman Maddox seconded the motion.

**VOTE:** Chairman Russo called for a verbal vote on the motion. All members voted in favor, and Chairman Russo declared the motion to have carried unanimously (6–0).

**VI. CASES REQUESTED FOR DEFERRAL**

**A. Oak Ridge Condominiums  
SP# 10-10**

**Map 184/Lot 32  
109 Belknap Road**

**Purpose of plan: The proposed project is a 55 years and older person’s residential community consisting of 100 detached condominium units. Hearing. Deferred Date Specific from the December 08, 2010 Planning Board Meeting.**

Chairman Russo noted that a request for deferral of the Oak Ridge Condominiums plan, scheduled to be heard as Item A under **Old Business**, had been received.

Selectman Maddox moved to defer further review of the Oak Ridge Older Persons Housing Development, date specific, to the March 9, 2011, meeting, noting that this action was taken in accordance with the written request of the applicant. Mr. Ulery seconded the motion.

**VOTE:** Chairman Russo called for a verbal vote on the motion. All members voted in favor, and Chairman Russo declared the motion to have carried unanimously (6–0).

**A. Wilbur/Hudson Mobile Home Estates LLA  
SB# 02-11**

**Map 178/Lot 013 & 014  
90 & 94 Kimball Hill Rd.**

**Purpose of plan: To adjust the lot line as depicted on this plan, to transfer the Parcel “A” from Map 178, Lot 013 to Lot 014. Application Acceptance & Hearing.**

Chairman Russo noted that a request for deferral of the Wilbur/Hudson Mobile Home Estates Lot-Line Adjustment plan, scheduled to be heard as Item A under **New Business**, had been received.

Mr. Della-Monica moved to defer further review of the Wilbur/Hudson Mobile Home Estates Lot-Line Adjustment plan, date specific, to the March 9, 2011, meeting, noting that this action

was taken in accordance with the written request of the applicant. Selectman Maddox seconded the motion.

**VOTE:** Chairman Russo called for a verbal vote on the motion. All members voted in favor, and Chairman Russo declared the motion to have carried unanimously (6–0).

## VII. CORRESPONDENCE

No items of correspondence received in tonight's handouts were addressed at this time, in accordance with the Board's practice of taking up such items in conjunction with the associated cases, with any remaining items being taken up under **Other Business** at the end of the meeting.

## VIII. PERFORMANCE SURETIES

No **Performance Sureties** items were addressed this evening.

## IX. ZBA INPUT ONLY

No **ZBA Input Only** items were addressed this evening.

## X. OLD BUSINESS/PUBLIC HEARINGS

No **Old Business** items were addressed this evening.

## XI. DESIGN REVIEW PHASE

No **Design Review Phase** items were addressed this evening.

## XII. CONCEPTUAL REVIEW ONLY

### A. Presentation of Mary Athletic Fields CSP# 01-11

Map 210/Lot 010  
Lowell Rd/Burns Hill Rd.

**Purpose of plan:** To show two (2) proposed athletic playfields to be constructed on the property for use by PMA students. Plan also includes a small parking lot expansion on the property. **Conceptual Review Only.**

Chairman Russo read aloud the published notice, as repeated above.

Mr. Earle Blatchford, of the firm of Hayner/Swanson, Inc., noting he was filling in for another engineer from his firm who was unable to attend this evening, distributed copies of the plan and affixed a plan and aerial view to the meeting room wall.

Mr. Blatchford introduced Sister Maria Rose, Principal of Presentation of Mary Academy, and Dan Land, Director of Operations at the academy.

Mr. Blatchford said the plan had been discussed conceptually with staff, and Town Planner Cashell had suggested bringing the plan in as a conceptual for discussion. He said the proposal was for a couple athletic fields, which were felt to be long overdue and much needed in order to provide a well-balanced education with good athletic facilities. He identified the location as being at 182 Lowell Road, identified as Tax Map 210, Lot 010, noting that this was a 98-acre parcel, predominantly in the R-2 Residential district, with the northeast corner being in the Business district.

Mr. Blatchford said there would be a soccer/lacrosse field and a softball field, noting that the Zoning Administrator had said these were allowed as accessory uses. He noted there were two existing curbcuts, one being full-access and the other being access-only—adding southbound cars could enter at that latter point but would have to leave via the main access, which had a traffic light. He noted there were approximately 445 students, Pre-K through 8<sup>th</sup> Grade, housed at the main building, a four-story structure, with some storage facilities behind the main building, and with parking accommodation for 405 cars, and a playground, adding that there was also a residence for the sisters living on the property. He described the topography, noting there were substantial wetlands along the northern part, with some smaller wetlands along the southern side. He said the site was bounded on the west by Lowell Road, on the south by single-family residential houses and a Bush Hill housing development on the east, and a combination of residential and commercial properties on the north.

He said there was consideration of putting a track around the field, which might mean elimination of the softball field, at least in the near term, unless it was moved to an alternate location, which he identified on the plan mounted on the wall. He noted 20 head-in parking spaces were shown on the display plan (but not on the plan that had been provided to the members, as these spaces were a late consideration). He said the purpose of the field would be for gym classes and intramural activities, with potential competition with area schools in softball and soccer/lacrosse, adding that there might be lighting at the soccer/lacrosse field in the future but no public address system was being considered. He identified the plan on the wall as **Concept Site Plan, Proposed Athletic Fields, 182 Lowell Road, prepared for Record Owner, Presentation of Mary Academy**, dated January 5, 2011, with no revisions at this point, adding that it was a 200-scale drawing.

He then offered to answer any questions.

Chairman Russo said he would ask for public input first, and he opened the meeting for public input and comment, in favor or opposition.

Mr. Justin Boutin, 27 Burns Hill Road, said the letter he had received said there was going to be access from Burns Hill Road. He said he wanted to know where the access would be with respect to his house. Mr. Blatchford said he was not aware of any such access being planned. Mr. Boutin's wife, sitting in the audience, expressed concern about trees being cut down near their property. Mr. Blatchford said there was no such plan, saying some trees would be cleared for the fields but most of the tree cover on the property would be left undisturbed. Mrs. Boutin said they had presumed there would be access for the increased parking; Mr. Blatchford again said they were not planning such an access, saying the only new parking would be the 20 spaces shown on the plan.

Sister Maria Rose, principal, 420 South Main Street, Nashua, spoke in favor, saying this was a first attempt to meet the needs of students who needed an athletic program and a more structured formal program.

Chairman Russo asked if there would be any permanent structures associated with these fields. Mr. Blatchford said he was not sure; Sister Rose said there might be a shed but not a big structure.

Mr. Hall asked about portable toilets. Sister Rose said they had not looked at that and were not planning to do so. Mr. Hall asked about visiting teams who might need bathroom facilities; Sister Rose noted that there were no portable toilets at the Fairgrounds field. Chairman Russo asked if visiting teams or people watching the games would have access to bathrooms at the school; Sister Rose said they would have access if they really had to go.

Selectman Maddox said this was why the Planning Board had conceptual hearings, saying his only question would be if there would be a fence around the outfield of the softball field. Sister Rose said there would be a fence. Selectman Maddox noted that it was close to the wetland buffer, and he suggested putting up a split-rail fence.

Ms. Merrill asked if there were restrictions on the height of the lights. Chairman Russo said that would come with the actual plan.

Mr. Della-Monica asked if there would be any changes in the water flow to the wetlands because of the grading. Mr. Blatchford expressed doubt, saying there likely would be minor stormwater management, and there would be a bit more runoff where the trees would be cut, but there was no expectation of overall change.

Chairman Russo said there was no need for a formal motion, as this was a conceptual hearing, and he expressed a belief that the approval process would be relatively minor.

**B. BAE Systems Addition  
CSP# 02-11**

**Map 251/Lot 001  
65 River Road**

**Purpose of plan: To provide a 1,500 ft<sup>2</sup> (30 ft. x 50 ft.) building addition with appurtenant site improvements. No new parking is proposed. Conceptual Review Only.**

Chairman Russo read aloud the published notice, as repeated above.

Ms. Merrill recused herself from this hearing, noting that she had just retired from BAE a few months ago and was concerned that there might be a conflict of interest, as she did not know what was being planned. Chairman Russo noted that there was no other alternate to sit in her place.

Mr. Hall also stepped down, noting that he was an abutter. Chairman Russo noted there were four members still seated, constituting a quorum in accordance with the Board's bylaws.

Mr. Earle Blatchford, of the firm of Hayner/Swanson, Inc., appeared before the Board as the representative of the applicant, noting that he was accompanied by Bill Franco, from Maple-Leaf Construction, the designer of the addition.

Mr. Blatchford distributed copies of the plans and affixed copies to the meeting room wall, identifying them as **Master Site Plan (Sheet 1)** and **Site Plan (Sheet 2), Proposed Building Addition, 65 River Road, Hudson, New Hampshire, prepared for Maple-Leaf Construction**

**Company, Inc., Record Owner: BAE Systems Information and Electronic Systems Integration, Inc.**, prepared by Hayner/Swanson, Inc., dated 20 December 2010 (no revisions).

Mr. Blatchford said this plan had been discussed with staff, noting that a waiver of full site plan review was being requested, based on the size of the addition, and Town Planner Cashell had recommended coming before the Board with a conceptual for a 1500-ft<sup>2</sup> building addition, noting it was 500 ft<sup>2</sup> over the threshold for administrative review, but was only a small addition to the existing building. He noted that in the mid 1980s there had been a proposal for a 240,000-ft<sup>2</sup> third building which had been approved but never built, and he suggested this was another extenuating circumstance for the request. He said the site was a 129-acre parcel, with 107 acres in Hudson and the rest in Tyngsboro, zoned Industrial, abutted on the east by River Road and commercial properties, by single-family residential on the north, and the Merrimac River on the west, with Tyngsboro to the south. He identified the accesses to the property, consisting of the signalized main entrance and a gated emergency access, noting that it had two existing buildings for a total of 550,000 ft<sup>2</sup> with 1,900 parking spaces currently, with 920 spaces required by the regulations. He noted there were some recreational amenities (a softball field), some storage sheds, and also a PSNH easement, as well as a brook with associated wetland buffer. He noted there were large wooded areas, including around the softball field.

Mr. Blatchford said the proposal was for a 30-foot by 50-foot one-story addition, noting there was an existing loading dock with the associated stairs delineating the east-side of the addition. He said the addition was for a proposed product-testing facility and would be 40 feet high because it would contain a crane for lifting and moving the product. He noted that some regrading would be done for the driveway, saying there would be a single-door loading dock at the end, as a replacement for the existing loading dock, with no additional parking proposed as a result of this addition. He said it would have no measurable impact with respect to stormwater runoff.

Chairman Russo opened the meeting for public input and comment, in favor or opposition. No one coming forward to provide input, Chairman Russo asked if any members of the Board had any questions.

Mr. Ulery said it seemed rather straight-forward. Chairman Russo expressed agreement.

Selectman Maddox moved to grant a waiver from the requirements of HTC §275-8 B, *Engineered Site Plan*, citing the reason for granting the waiver as being because the minor size of the proposed addition (1500 ft<sup>2</sup>) did not create a measurable impact to the overall BAE Systems facility relative to traffic, parking, stormwater management, and safe access to the site, and the granting of this waiver therefore was not contrary to the spirit and intent of the Site Plan Regulations.

Mr. Ulery seconded the motion.

Speaking to his motion, Selectman Maddox said this was exactly why the Planning Board wanted to have conceptual reviews, saying the disproportional difference between the existing building and the proposed addition was small.

**VOTE:** Chairman Russo called for a verbal vote on the motion. All members voted in favor, and Chairman Russo declared the motion to have carried unanimously (4–0).

Chairman Russo asked that a copy of the plan and bundling details be provided to the Community Development Department. Selectman Maddox suggested that the drawings be submitted electronically after they were finalized.

Selectman Maddox moved to approve the request to waive formal site plan review for BAE Systems, Inc., located at 65 River Road, relative to the construction of a 1500-ft<sup>2</sup> addition to the existing 300,000-ft<sup>2</sup> building, as shown on the plan entitled Master Site Plan (Lot 1, Hudson Tax Map 241), Proposed Building Addition, 65 River Road, Hudson, New Hampshire, prepared by Hayner/Swanson, Inc., 3 Congress Street, Nashua, New Hampshire, dated 28 December 23010 (no revisions) and consisting of Sheets 1 and 2 and Notes 1 through 10 on Sheet 1.

Mr. Della-Monica seconded the motion.

Selectman Massey asked to have all the provisions of the original site plan be included. Selectman Maddox and Mr. Della-Monica concurred, making this a friendly amendment.

**VOTE:** Chairman Russo called for a verbal vote on the motion. All members voted in favor, and Chairman Russo declared the motion to have carried unanimously (4–0).

Mr. Hall and Ms. Merrill returned to their respective seats at the table.

### **XIII. NEW BUSINESS/PUBLIC HEARINGS**

No **New Business** items were discussed this evening.

### **XIV. OTHER BUSINESS**

Chairman Russo referenced a staff report from Town Planner Cashell concerning the Low Impact Development (LID) Guidebook and Model Ordinance that had previously been presented by the Nashua Regional Planning Commission at the December 1, 2010, Planning Board meeting.

Town Planner Cashell said the Planning Board had not been thinking of cost with respect to the review, saying Heidi Marshall at CLD (Costello, Lomasney, and deNapoli, Inc.) had estimated the cost of reviewing the documents at \$2,500. Mr. Cashell expressed a belief that the Board could make up its own mind without that expenditure as to whether or not the Board wanted to proceed with implementation of the ordinance.

Selectman Maddox said review of the ordinance could wait. He then moved to defer this matter to the March 7, 2012, workshop meeting. Mr. Della-Monica seconded the motion.

**VOTE:** Chairman Russo called for a verbal vote on the motion. All members voted in favor, and Chairman Russo declared the motion to have carried unanimously (6–0).

Mr. Della-Monica suggested that the members keep their copies of the documents rather than have them reprinted for the 2012 meeting. Town Planner Cashell noted the documents were online.

Selectman Maddox suggested moving review of the minutes of previous meetings on the agenda schedule to be after **New Business**. Selectman Massey expressed a belief this would



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require a change of the Board's bylaws. Mr. Hall stated that more members should be in attendance before making changes of the bylaws. Mr. J. Bradford Seabury, the recorder, noted that review of the minutes had been scheduled for the end of the meeting in the past, but the result had been that the minutes then repeatedly got pushed off to the next meeting, accumulating a large number of unapproved minutes. Chairman Russo expressed agreement, but noted this could be done at any time.

Mr. Ulery suggested making a motion to accept pending grammatical corrections.

Town Planner Cashell noted that a CIP (Capital Improvements Plan) had not been done for the past two years. He then distributed a handout suggesting that the Planning Board ask the Board of Selectmen to take the necessary steps to request the Planning Board to conduct a CIP during the coming year.

Selectman Maddox said he was intending to bring this same matter up at the next Board of Selectmen meeting, noting that the Planning Board would have to pick a chairman for the CIP committee.

Town Planner Cashell said he would bring the matter up again at the next meeting.

**XV. ADJOURNMENT**

All scheduled items having been addressed, Selectman Maddox moved to adjourn; Mr. Della-Monica seconded the motion.

**VOTE:** Chairman Russo called for a verbal vote on the motion. All members voted in favor.

Chairman Russo then declared the meeting to be adjourned at 8:07 p.m.

Date: February 10, 2011

\_\_\_\_\_  
Vincent Russo, Chairman

J. Bradford Seabury, Recorder

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Edward van der Veen, Secretary

These minutes were accepted as amended following review at the -2-23-11 Planning Board meeting.

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**HUDSON PLANNING BOARD Meeting Minutes  
February 9, 2011**

**Page 10**

The following changes were made in accordance with the Board's review of these minutes at its February 23, 2011, meeting:

Pages 3, next to last paragraph — the text was changed to clarify that Mr. Della-Monica made the motion and Selectman Maddox seconded the motion.

Page 7, 5<sup>th</sup> paragraph from the bottom, changed "disproportion:" to "disproportional" so that the phrase now reads "the disproportional difference between ... ."