

**-- FILE COPY --**

**HUDSON PLANNING BOARD  
MEETING MINUTES  
September 3, 2008**

**I. CALL TO ORDER**

Chairman Barnes called this Planning Board meeting to order at 7:50 p.m. on Wednesday, September 3, 2008, in the Community Development meeting room in the Hudson Town Hall basement, following a nonpublic attorney/client session with the Town Attorney.

**II. PLEDGE OF ALLEGIANCE**

Chairman Barnes asked Mr. Carroll to lead the assembly in pledging allegiance to the Flag of the United States of America.

**III. ROLL CALL**

Chairman Barnes asked Secretary McGrath to call the roll. Those persons present, along with various applicants, representatives, and interested citizens, were as follows:

**Members**

**Present:** James Barnes, Marilyn McGrath, Vincent Russo, and Richard Maddox (Selectmen's Representative).

**Members**

**Absent:** George Hall, Suellen Quinlan, and Terry Stewart (all excused.)

**Alternates**

**Present:** Brion Carroll, Tierney Chadwick, and Ken Massey (Selectmen's Representative Alternate).

**Alternates**

**Absent:** None. (All present.)

**Staff**

**Present:** Town Planner John Cashell.

**Recorder:** None. (Minutes were transcribed from DVD of HCTV broadcast.)

**IV. SEATING OF ALTERNATES AND ANNOUNCEMENTS**

Chairman Barnes seated Mr. Carroll in place of the absent Mr. Hall and seated Ms. Chadwick in place of the absent Ms. Quinlan.

Mr. Maddox moved to enter non -public session under RSA 91 -A:3 (c) [*Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting.*] Ms. Chadwick seconded the motion.

**VOTE:** Chairman Barnes called for a roll -call vote on the motion. Each sitting member voted as follows:

Jim Barnes	Yes
Richard Maddox	Aye
Marilyn McGrath	Yes
Vincent Russo	Yes
Brion Carroll	Yes
Tierney Chadwick	Yes

There having been six votes in favor and no votes in opposition, Chairman Barnes announced that the motion had carried ( 6-0).

The Board then went into nonpublic session at 7:55 p.m., with Chairman Barnes calling the public session back to order at 8:20 p.m., following a motion made by Selectman Maddox and seconded by Ms. Chadwick, with that motion having been approved by all voting members present (6 -0),

## V. MINUTES OF PREVIOUS MEETING(S)

No minutes of previous meetings were addressed this evening.

## VI. CORRESPONDENCE

No **Correspondence** items were addressed this evening.

## VII. PERFORMANCE SURETIES

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

## VIII. JOINT DISCUSSION/REVIEW

### A. Discussion with CLD (Costello, Lomasney, and deNapoli, Inc.), the Planning Board's engineering consultant firm, concerning the review process.

Representatives from CLD, the Board's engineering consultants, met with the Board, including Mr. Paul Konieczka (a principal of the firm), Mr. Michael Kaley, and Ms. Erin Lombardi.

Mr. Konieczka described issues with respect to the review process, including setting up the escrow calculations, noting that CLD had not missed the 10 -day turn-around

period for any of the cases the firm had handled for the Town of Hudson, with an average cost of \$1,000 to \$2,000 per case. He clarified that review of revised plans was restricted to the actual changed portions, together with a check that all previously made comments had been addressed.

Selectman Maddox asked about the charges for extended reviews. Town Planner Cashell explained that these charges were made known to the Engineering Department, which then passed that information on to himself, whereupon he would solicit additional funds from the applicants and/or applicable design engineers. Selectman Maddox said that needed to be changed such that the request for additional funds should go directly to the Town Planner. Mr. Konieczka confirmed that CLD sometimes had the plans in hand for some period of time before funds were made available, meaning that review could not be done during that period.

Selectman Massey expressed a belief that requests for additional funds should go from CLD to the Town Planner, not to the Engineering Department —pointing out that it was the Town Planner who determined what services were needed. Selectman Maddox noted that sewer work was different, saying these things would have to be worked out internally.

Town Planner Cashell asked if there would be any issues with respect to including the checklist with the plans to be reviewed. Mr., Konieczka noted that CLD also had its own checklist. Selectman Maddox suggested that CLD and Town Planner Cashell discuss this offline, with the goal being to have CLD ensure that the application for each case meets the requirements of the Town of Hudson, as delineated on the checklist.

Town Planner Cashell noted that CLD's reports should come directly to the Planning board, through his office, without going through any other departments —adding that any other department wishing to make comments should make those comments to the Planning Board. Mr. Carroll asked when that process would be put into effect. Town Planner Cashell said it mostly was occurring that way at this time but would be the established process for all items, within a few days. Mr. Cashell said he wanted to establish a process such that plans went directly from the Community Development Department to CLD. Chairman Barnes concurred, saying CLD in essence would function as and be treated as another department within the Town, with the Town Planner's Office being the focal point. Mr. Konieczka asked if Town Planner Cashell would be the conduit for all interdepartmental communication. Mr. Cashell said he would send CLD's comments to the respective departments. Mr. Cashell noted that the Planning Board was the permit-granting authority.

Mr. Konieczka noted that it was important for CLD to maintain its objectivity, saying he saw no significant change as a result of having the communication be through the Town Planner's office rather than through the Engineering Department.

Selectman Maddox asked if there could be a way for CLD to emphasize what portions of its reports should be reviewed by the Planning Board, separating such items from the minutia details that needed to be addressed by the applicants' engineers. Town Planner Cashell suggested that an executive summary section could be provided for this purpose. Mr. Konieczka said he would not object to that, but he wanted his firm to be thorough; he expressed concern that a decision might be made on the basis of

the executive summary, hence not as fully informed as it might be. Ms. Lombardi noted that CLD had recently been using a form that differentiated between things that needed to be addressed by the Town and things that needed to be addressed by the engineers.

Ms. McGrath expressed a preference for receiving all comments, noting that otherwise CLD might be accused of having withheld certain information from the Planning Board.

Chairman Barnes thanked the CLD personnel for coming before the Board, stating that he and other members of the Board had come to rely on those inputs for making sound decisions.

**A. Review with the Fire Department, Section 289 of the Planning Board Subdivision of Land Regulations, re: Cul-de-sacs off Cul-de-sacs.**

Mr. Rob Buxton, Deputy Fire Chief, appeared before the Board to discuss Fire Department concerns about cul-de-sacs, referring to a handout he had provided describing the process the Fire Department used to handle cul-de-sacs. Mr. Buxton noted that he was using life -safety codes defined by the State statutes. He noted that lack of access translated to increased response time, and he expressed concern about needing wider widths for turnarounds at the ends of the cul-de-sacs (75 feet minimum, as opposed to the Planning Board's requirement for 70 feet) and also about the landscaping islands being requested by the Planning Board for developments, with these islands being an obstacle for Fire Department vehicles (adding that these islands also represented a problem for the Highway Department's snow -removal activities). He then listed some suggestions for the Planning Board to consider:

**B. Review With The Zoning Board of Adjustment (ZBA), Article XII – Signs – of the Town's Zoning Ordinance.**

Ms. McGrath moved to defer this item, date specific, to the 10 -01-08 Planning Board Workshop. Mr. Russo seconded the motion.

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

**C. Discussion with the ZBA of Possible Amendments to the Home Occupation Special Exception Ordinance**

Chairman Barnes noted that Ms. Maryellen Davis, the ZBA spokesperson for the proposed changes, could not be present this evening, as she was away on vacation. Selectman Maddox moved to defer this item, date specific, to the 10 -01-08 Planning Board Workshop. Ms. Chadwick seconded the motion.

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

**D. Review With The ZBA, Contents of Article XIII A – Accessory Living Units (In-Law Apartments)**

Chairman Barnes opened the meeting for public input and comment in favor or opposition, of the proposed changes in HTC 334 -73.1 through 73.8 , Article XIII A, Accessory Living Units (In-Law Apartments) at 10:59 p.m. No one coming forward to provide input, Chairman Barnes declared the public Hearing closed at 11:00 p.m.

Ms. McGrath moved to defer this item, date specific to the 10 -01-08 Planning Board Workshop. Ms. Chadwick seconded the motion.

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

**VIII. ZBA INPUT ONLY**

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

**IX. CONCEPTUAL REVIEW ONLY.**

No **Conceptual Review Only** items were addressed this evening.

**X. OLD BUSINESS**

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

**XI. NEW BUSINESS/PUBLIC HEARINGS**

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

**XII. OTHER BUSINESS**

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

**-- FILE COPY --**

**HUDSON PLANNING BOARD Meeting Minutes  
September 3, 2008**

**Page 6**

**XIII.ADJOURNMENT**

All scheduled items having been addressed, Selectman Madd ox moved to adjourn; Ms. Chadwick seconded the motion.

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

Chairman Barnes then declared the meeting to be adjourned at 11:04 p.m.

Date: October 19, 2008

\_\_\_\_\_  
James Barnes, Chairman

J. Bradford Seabury, Recorder

\_\_\_\_\_  
Marilyn McGrath, Secretary

These minutes were accepted as submitted following review at the 11-12-08 Planning Board meeting.