

**Town of Greenville
Planning Board**

Minutes - February 9, 2023

Call to order at 7:00 p.m. in the Mascenic SAU 87 Cafeteria, 16 School Street, Greenville, NH. Present: Chairman Michael Sadowski, Vice Chair Scott Tenney, BOS Ex-officio Margaret Bickford, Member Tim Kearney, and Town Administrator Tara Sousa (serving as the Planning Board's Administrative Assistant).

Chairman Sadowski reviewed the agenda and introduced the Board.

Public Hearing for Completeness Review of the Site Plan Application for 21 Chamberlin St.

Chairman Sadowski noted that though the agenda indicated the 3rd-party review had not been received, it was received earlier that day. Mrs. Sousa stated that the applicant had also been copied on the review. Chairman Sadowski indicated that the report from the Southwest Regional Planning Commission regarding regional impact had not yet been received. He explained that the applicant had the option of agreeing to a 30-day continuance, or can move forward with acceptance subject to making any adjustments required to address the Keech-Nordstrom and SWRPC comments. David Eckman, of Eckman Engineering, expressed that he believed the checklist items were provided, but questioned if the Board would want them to address the 3rd-party comments before going for acceptance. Vice-Chair Tenney explained that the Keech-Nordstrom review was both for completeness and engineering recommendations. Chairman Sadowski noted a long-term parking arrangement as an outstanding item that was noted in the 3rd-party review. David Eckman and Wil Georges agreed that they wanted a 30-day continuance. Mrs. Sousa stated that she would forward the SWRPC review as soon as it is received.

Motion by Vice-Chair Tenney, 2nd by Mr. Kearney, to continue the public hearing for completeness review of the site plan application for 21 Chamberlin Street to March 9, 2023, at 7:00 p.m. at the SAU Cafeteria.

Motion carried with 4 in favor, none opposed.

Mr. Eckman asked that if anything additional is needed for acceptance, that they be informed. Chairman Sadowski expressed that one individual cannot make decisions for the Board, so the Board would have to have a quorum and meet. Vice-Chair Tenney recommended that they address any comments from SWRPC.

Public Hearing for Completeness Review and Site Plan Application for 8 Dunster Ave

Chairman Sadowski relayed that he had seen Mr. Hynes at the ZBA hearing January 30th, and Mr. Hynes had requested a 2-month continuance.

Motion by Vice-Chair Tenney, 2nd by Selectwoman Bickford, to continue the application completeness and site plan review for 8 Dunster Ave to April 13, 2023 at 7:00 p.m. in the SAU Cafeteria.

Motion carried with 4 in favor, none opposed.

Conceptual Discussion for Northeast Drill Supply, 30 Brown Drive

Trevor Yandow, of Meridian Land Services, introduced Michael Gorsuch and Bob Desjardins of Blake Equipment, and explained that his clients wished to obtain a dealer license to allow them to sell drill rigs out of their Greenville site, and needed to update the site plan for their location, which had previously been approved in 2006 as a raw materials processing facility. He discussed the configuration of the 4-lot subdivision, and that this use spans the 4 lots. He noted there is employee parking in and around the building, and the gravel yard is a material storage area for their business. Chairman Sadowski asked if there was an intent to consolidate the lots. Mr. Yandow answered that the subdivision was done in the 90s, and the current development was done in 2007. He explained that at least one of the lots was currently unused, and could be sold or used for a different commercial purpose. It was confirmed that there is common ownership of all 4 lots. Vice-Chair Tenney noted that he had been contacted by Meridian to try to provide clarity on what was requested at the previous conceptual discussion, and that he had relayed concerns with stormwater management and hazardous material storage. Chairman Sadowski asked what they are doing there now, and the company represented indicated that they are threading pipe at the site. Chairman Sadowski noted to Mrs. Sousa that that would be an issue for code enforcement. He asked Mr. Yandow if the blue building was within the setback for the lot it was sited on, and Mr. Yandow answered it was. Chairman Sadowski asked what modifications are planned for the building, and Mr. Yandow answered that an awning to protect the entrance from falling ice. Chairman Sadowski noted potential fire concerns, and recommended that they meet with Deputy Chief Buttrick to address those in their application. Mr. Desjardins explained that Blake acquired Northeast about 3 years prior, and had not made any changes to the building in that time. Mr. Kearney asked if there would be changes or increases to what is being done there. Mr. Desjardins answered that the only intended change is to produce more pipe, and that regarding their dealer license, many rigs are delivered directly to the buyer, and there is no intent to have rigs sitting there to be viewed by customers. Mr. Sadowski asked about the pipe production. Mr. Gorsuch answered that they purchase pipe and CNC machine it to add threads. Mr. Sadowski asked about the noise associated with this work. Mr. Gorsuch answered that the actual machining is very quiet, but the loading of the rack is loud. He stated that they are looking for methods to reduce that noise, and are not loading racks before 8:00 a.m. for that reason. Mr. Kearney asked about the cutting fluid used, and it was answered that there is no "haz mat", as the fluid used has to be food grade, due to the pipe use as water well casing. Chairman Sadowski noted the requirements for advertising and lighting, and asked if there is a hydrant on the site. There was not, but Deputy Chief Buttrick confirmed that the distance, +/-700 feet from Rt 31, was reachable with the standard amount of hose. Mrs. Sousa noted that she had confirmed the 4 lots assessed to the owner, but that a correction is needed to assess the building on the proper lot. Mr. Kearney if there is intent to expand in the future. Mr. Gorsuch answered that they intend to add a 2nd CNC machine. Mr. Desjardins answered that there is no plan to expand the building or the storage yard. Chairman Sadowski recommended that they show traffic patterns for delivery trucks, etc. on the plan.

Chairman Sadowski discussed that the Site Plan Review Regulations require submission 21 days prior to the next meeting to be included in that agenda. Mr. Yandow anticipated submitting in time to be on the March agenda.

Request Update from Greater Waste Project

Chairman Sadowski relayed that he had requested an update on the Greater Waste project from Chad Brannon (of Fieldstone), and that he would be available March 9, 2023. Glenn and Julie Shaw were

present as owners. Chairman Sadowski explained that the Board needed to discuss and formulate their concerns/questions, and that they were welcome to stay for that discussion. Chairman Sadowski noted their approval was in 2017, that the concrete pad was built without a permit, and that they did not obtain a permit within a year, which per site plan regulations would make the approval null and void. He also relayed that Mr. Brannon's presentation at the DES meeting discussed a larger area for metals. He noted that they had obtained their DES approval. Vice-Chair Tenney asked if Chairman Sadowski was suggesting that the applicant needed to resubmit, and Chairman Sadowski answered that that is what the Board would have to decide. Chairman Sadowski discussed that the only permit which had been pulled was for the scale house, and that the concrete pad (for the large building) had been poured without a permit. The expansion of the tonnage, from 30 tons to 600 tons) as per the DES approval was discussed as another change requiring update to the plan. Mrs. Sousa discussed that the 30 tons was specific to the existing metals operation, and that the Planning Board at the time seemed to have deferred the specifics of the (transfer station) to the DES permit process, as there is limited detail in the original site plan acceptance. Mrs. Bickford asked if the process should start over, and Chairman Sadowski suggested that they engage Town Counsel for that discussion, as Atty Bedard would be present at the next meeting for 21 Chamberlin.

Mr. Shaw stated that he was permitted for 300 tons at his Pioneer Point site, and that Martin (Pelletier) was permitted for 30 tons when the Shaws purchased that business, which he acquired as a preferable location away from the river and Pilgrim Foods. Mr. Shaw discussed that the 600 ton aggregated amount of all materials reduces the record-keeping requirements of having specific separate amounts for different material types. The Shaws questioned the assertion that no permit had been pulled for the concrete. Mrs. Sousa relayed that a permit had been pulled a couple years prior for a small "parking pad".

2023 Calendar Revision

Chairman Sadowski recommended that the submission deadlines be revised to meet the 21-day timeline specified in the Site Plan Regulations. He noted that there was needed review and revision of that document, but that the Board had more pressing matters at this time.

Motion by Vice-Chair Tenney, 2nd by Mr. Kearney, to correct and update the submission and meeting schedule to reflect 21-days pursuant to Greenville Site Plan Review Regulations.

Motion carried with 4 in favor, none opposed.

Minutes

Motion by Vice-Chair Tenney, 2nd by Mr. Kearney, to accept the minutes of the February 9, 2023 meeting.

Motion carried with 3 in favor. 1 Member abstained.

Application Revision Ideas

Chairman Sadowski presented a red-line copy of the Site Plan Review Application with the changes he recommended. Regarding the owner information section, Mr. Kearney suggested that additional room be provided for multiple owners, subsidiaries, etc. Vice-Chair Tenney discussed that generally one owner represents the whole, and is often signing to authorize an agent. Chairman Sadowski discussed clarifying that the Board consideration area should not be completed by the applicant. Vice-Chair suggested

moving that section to be Section C. Mr. Kearney suggested the segment asking if zoning is met and whether a variance has been granted should be broken into 1A and 1B. Chairman Sadowski recommended that 2-4 be moved to the site plan.

Selectwoman Bickford asked if the Building Inspector should be added to the department notification list. Mrs. Sousa supported that suggestion, given that the Building Inspector can often be the first person tasked with interpreting gray areas of the zoning, in determining whether a permit can be issued or not. Vice-Chair Tenney questioned if the Board of Selectmen should also be added to the list. Mrs. Sousa discussed the need to develop a better method for notification of Boards/Departments, as having the applicants contact them directly has certain challenges, such as the Police Department having an email that is not public, water and sewer being run by a 3rd party contractor, and the number of volunteer positions (Fire, EMD, etc.). Regarding the Police Department's email accessibility, Ashley Saari, of the Ledger-Transcript noted that emails could be sought under RSA 91-a. Vice-Chair Tenney responded that, yes, 91-a allowed for those emails to be obtained upon request, but did not require that the address be published. Mrs. Sousa discussed that previously, the onus had never been on the applicant to contact departments, and not before an application was submitted. She noted that there are 3 weeks between the application submission and the public hearing, which allows for feedback to be obtained in time for that meeting. Chairman Sadowski strongly advocated for requiring pre-application notification to departments. Vice-Chair Tenney discussed Amherst's process, which involved an interdepartmental review form sent out by their Planning Department. The Board discussed the need to get written acknowledgement and/or comments from all departments. It was discussed how most applications are obtained in electronic format in addition to paper. Vice-Chair Tenney suggested making electronic submission of any plans/documents an application requirement, and creating an interdepartmental review form that is forwarded by staff via email with all application documents, and that a deadline for returning the form is specified. Chairman Sadowski wanted them to remain on the checklist to document notification is completed. It was questioned if EMS needed to be added to the list. Mrs. Sousa recommended that EMS only be noticed for projects that have EMS implications. The number of copies of the written description was discussed. Chairman Sadowski discussed the concept of a sharepoint where responders could upload their review/comments. Vice-Chair Tenney discussed that there should still only be one administrator upload to such a system, due to the risks of accidental deletions, 91-a concerns, and other issues. The electronic notification of departments/boards continued to be debated. Mrs. Sousa suggested that an internal checklist be used to document notification and any received responses. She suggested a reminder email could be sent roughly a week prior to encourage feedback. Chairman Sadowski noted the addition of advertising proposal. An addition to language regarding perceived hazards was discussed, but recommended to be removed. Chairman Sadowski had clarifications of items for the plat, which members concurred with. Mrs. Sousa suggested "if applicable" be added to the new proposed language regarding waste enclosures.

Returning to the first page, Vice-Chair Tenney suggested that review of zoning regulations be added to the declaration. Selectwoman Bickford suggested that there be a space to indicate who is signing, be it owner or agent, and a space for "Title" was suggested. Mrs. Sousa recommended that the heading of checklist be changed to application. Chairman Sadowski indicated he should also move the top paragraph to above the checklist.

**Motion by Vice-Chair Tenney, 2nd by Mr. Kearney, to adjourn at 8:43 p.m.
Motion carried with 4 in favor, none opposed.**

Respectfully submitted,
Tara Sousa, Town Administrator

APPROVED BY:
Greenville Planning Board



Michael Sadowski, Chairman

Scott Tenney, Vice Chairman



Margaret Bickford, BOS Ex-Officio



Tim Kearney



Kelle O'Keefe