

**CANDIA PLANNING BOARD
MEETING MINUTES OF
November 4, 2020
APPROVED**

PB Members Present: Rudy Cartier, Chair; Mark Chalbeck, V-Chair; Brien Brock, BOS Rep.; Judi Lindsey; Joyce Bedard; Mike Santa, Alt.; Josh Pouliot

PB Members Absent: Robert Jones, Alt.; Scott Komisarek

Audience Present: Dennis Lewis (Road Agent), Kevin Gagne (BI), Bryan Ruoff (Stantec, Town Engineer) and town residents.

*Rudy Cartier, Chair called the PB meeting to order at 7:00pm immediately followed by the Pledge of Allegiance.

Case #20-003:

Applicant: Branch Brook Holdings, LLC, P.O. Box 410, Candia, NH 03034; Owner: same; Property Location: 512 Raymond Road, Candia, NH 03034; Map 407 Lot 5-2.

Intent: Major Site Plan. To depict the relocation of an existing storage building along with its future addition, the construction of a garage addition and the construction of a new storage building.

The applicant was not in attendance for this meeting and has requested a continuance. They need additional time for substantial changes to the plan with regards to wetland issues. The hearing has been continued to 12/2/20.

CIP -Review:

The Board reviews the new draft submitted by Stantec. Stantec has received all the necessary information to update and provide the PB with a final version of the CIP for tonight's meeting. He did note that the Board would have to vote on the updated road work items under Highway that were recently submitted by the Road Agent.

R. Cartier notes that the CIP is not a standalone document and reflects the Master Plan. If/when the Board ends up doing updates on the impact fees, this report will contribute extensively to that project.

R. Cartier refers to Table 2 and says he would entertain a motion or discussion on the newly submitted items by the Road Agent and reads each aloud with their details. He then asks the Road Agent to briefly update the Board as to the reasons the additional road work items have been added to the CIP.

D. Lewis states that Jane Dr. has had ongoing drainage issues since the road was built in the 70's. It would require closed drainage and is a major project. Depot Rd. is the end of the road only and is from approx. the HW bridge to Patten Hill. That was partially done by the State when they relocated the HW. That has numerous drainage issues and by 2026, it will need restructuring and drainage. The Critchett Road box culvert floods on an average of 3 times a year. It rises fast and goes down very quickly, but there was a subdivision a few years ago and there is a shared driveway that comes in right at this culvert. These property owners are essentially stuck in their homes until the water goes down. He notes that he has applied for 2 grants in the past to cover this cost but has been denied both times. The road where this is at has a very deep drop off on both sides and the culvert is skewed to the road, but in its present location it's not skewed enough. The water has to come down, make a vortex, go back through the culvert and then out. This is going to be more of a priority because there is a failure point depending on flooding. New Boston Road is basically the very upper end from Currier Road down to the S turns. There is a lot of ledge under that road and by 2027-2028, it will need rebuilding. It has been reclaimed once and gravel was added but it's been about 10-12 years. It functions but there is a point where it will need reconstruction. Stump Street doesn't get a lot of traffic, but it has never been a road that was ever rebuilt. It's been resurfaced once or twice, it has no base under it whatsoever and in the springtime, we plow it with a light truck because you can watch the pavement flex under the wheels. If you look at the cost of these projects and the current way of funding, it probably brings us out approx. 18 years. D. Lewis notes that these would be the last roads that would need a full box rebuild on because in the last 24 years I've done a full box rebuild on. All they will need is to be resurfaced and will put an end to major reconstructing of Town roads. All new roads developers are making will have to be to town standards, so this will complete our roads.

R. Cartier asks the Board about the priority level for each of the new items and the Board members agree that Necessary "N" is the most appropriate level.

M. Chalbeck made a **motion** to adopt the new roads that Dennis (Road Agent) has put into the CIP and go by the recommendations of Necessary “N” priority. J. Bedard **seconded**. **All were in favor. Motion passed.**

B. Brock confirms that the estimate on the CIP is a number that Stantec came up with and then R. Cartier asks B. Ruoff to provide a brief explanation as to how Stantec came up with the estimate. B. Ruoff states that they took the floor plan that the PD Chief gave them and the details that they wanted added and expanded onto that and got recent FD facilities built within the last 3y and compared that to means and estimated 3 different ways: 1. Overall square footage; 2. A means estimate based on what the needs were; and 3. Any PD facility built in NH w/in the last 5y. B. Ruoff notes that when estimating budget costs for municipalities, they want to give almost a worst-case scenario, so they are able to allocate funding. B. Brock notes that the plans that were given to Stantec were from a structure built only 1y ago and was approx. \$400k. B. Ruoff notes that the additional costs were contributed because of the extra aspects added by the Police Chief. B. Brock asks if the engineering number is typically a percentage of the construction cost and B. Ruoff confirms this but says that depends on if the Town wants Stantec to perform inspection services during construction, it will be approx. 8% or less for design, 8% or less for construction/administration/inspection. It's standard numbers to go by between 5%-8%. R. Cartier states that the Board would rather have an engineering estimate that was higher rather than the opposite. This was the situation in another case for the Town and unfortunately corners have to be cut in those instances and we do not want that happening if it can be at all avoided. R. Cartier confirms w/B. Ruoff that this is the same process that was used for the HW Dept as well and B. Ruoff says yes and they worked with other communities as to what their engineering firms use and what they have for costs.

R. Cartier notes that the Board asked Stantec to include in the CIP both the projects outside and within the operating budget to make sure the report showed everything they have in the works to be installed.

R. Cartier refers to Table 3 and suggests a change to the line item for the Fitts Museum from Operating Budget to Trust Funds because it is not in their request under their operating budget.

R. Cartier refers to Table 5 and notes under the line item for Misc. Revenues, the 2019 total also includes the sale of the Exit 3 property.

R. Cartier refers to Appendix C and asks that the priority ranks be updated. B. Ruoff suggests that the last 4 columns do not apply to the Town and can be removed. The Board agrees to this change.

R. Cartier reads a question from R. Jones, in 2023, he notes that the annual tax rate impact is the highest. He asks if anything can be spread out more and B. Ruoff explains that there are high and low points over the span of years, and if the Board looks back over them, they will notice there tends to be a balance that works out and this is also what other towns see in there data.

R. Cartier notes that there are recommendations to the PB, Budget Committee and the BOS. He quickly reads through them and then the PB thanks everyone that has been involved in this process.

The PB voted to accept the Final version of the CIP Report. It will now go before the BOS for review only and back to the PB for a final hearing on 11/18/20.

M. Chalbeck made a **motion** to accept the Final version of the Capital Improvement Plan (2020-2029). B. Brock **seconded**. **All were in favor. Motion passed.**

R. Cartier notes that though this version of the CIP has been accepted by the Board, the school did w/d its projects, but if the funding networks that they are working with do not pan out, they may have to be added back onto the report. After a brief discussion about how this would be done, B. Ruoff stated that Stantec would not charge and additional fees for the extra work. The Board was very appreciative of this and being able to move forward efficiently if the situation called for it.

2021 Zoning Ordinance Amendments:

R. Cartier notes that none of the 6 amendments previously discussed by the Board have been changed, although they did decide to add a 7th amendment under Article 10: Wetlands protection.

B. Brock suggests that the Amendments also be brought before the BOS for review along with the CIP and the Board agrees.

Minutes -October 21, 2020:

J. Bedard made a **motion** to approve the minutes as presented. B. Brock **seconded**. J. Pouliot and M. Chalbeck **abstained**. **Motion passed.**

Other Business:

- R. Cartier states that the BOS Chair has requested that all Dept. Heads and Boards to recertify their votes to submit their budgets. He notes that the overall Proposed Town Budget has increased 9% (+-) and that although the PB budget did increase by approx. 2% (+-), most line items stayed the same. The Board briefly reviewed the budget items noting their changes:

A small increase in yearly dues for SNHPC will be happening but there was not an increase this year at all.

The MP implementation and the \$10k for that planning is still in the budget. When R. Cartier attended the Budget Comm. meeting, there was concern that no funds have been spent on planning. He informed the Committee that there was in fact outstanding fees not billed yet for projects under contract, which includes almost \$7k for mapping updates and other proposals being looked at when more funds become available.

The law lectures, conferences and seminars lines were not used as much this year due to the COVID situation. The PB usually participates in a Spring conference/workshop as well as having a lecture/seminar with NHMA that is more directed at specific PB/ZBA situations and resolutions. The Board was able to sign up for the Legal Land Use Conference on 10/31/20, which covered a variety of information for all the Boards. J. Lindsey notes that she had an impactful takeaway from one of her sessions on affordable housing. Breaking misconceptions that surround affordable housing, how to create it and how to offer it more universally.

M. Chalbeck made a **motion** to reconfirm the PB budget as submitted and as listed in the current proposed 2021 budget as prepared by the Board of Selectmen. B. Brock **seconded**. **All were in favor. Motion passed.**

- The Board will be reviewing the Minor Site Plan Regulations and will look at slope issues as well at the next ZRRC meeting scheduled for 11/18/20.
- The Land Use Secretary asked the PB if there was a way to include a timeframe in the ordinances so the Building Dept. would have reference for the processing of permits. The influx, though good for the Town and the Dept., has put staff behind. They want residents/developers/contractors to be aware they will need to coordinate their time efficiently with all involved, because processing will not be immediate as some have come to expect in error. Br. Brock suggests that they contact NHMA for better reference as to any RSA that may already dictate such guidelines. The Board is agreeable that if something legal does exist, and their further assistance is needed, they would be available to help where possible.

MOTION:

J. Bedard **motioned** to adjourn the PB meeting at approximately 8:43pm. J. Lindsey **seconded**. **All were in favor. Motion passed.**

Respectfully submitted,
Lisa Galica
Land Use Secretary
cc: file