



PLANNING BOARD

Paul Mattor, Chair
Don Roth Jr, Vice Chair
Peter Lovell
Heather Sullivan
Jessica Brackett
Tom Witkowski
Vacant Seat

Minutes of Planning Board Meeting 25 August 2021

Members Present: Paul Mattor, Chair; Don Roth Jr, Vice Chair; Peter Lovell, Heather Sullivan, Jessica Brackett, Tom Witkowski.

Others Present: Mary Hoffman, Dave McCubrey, Select Board; Martha Turner, Secretary; Eric Sanderson SMPDC; Bennet Flinner, Select Board Office Assistant; Chris Young, Fire Chief; William Thompson BH2M, Ralph Ruel, Dan Yarumian, Joy Cutrone.

Call to Order: All members present; meeting called to order at 7:00 PM by Chair Paul Mattor at the Hollis Community Building.

Minutes: Motion was made and seconded to approve minutes of 28 July 2021. Carried 5-0-1. Motion was made and seconded to approve minutes of Point of View Site Visit 23 June 2021. Carried 5-0-1. Motion was made and seconded to approve minutes of Sand Pond Subdivision Site Visit 9 June 2021. Carried 5-0-1.

Correspondence: None

Reports: Secretary read report from Code Enforcement.

Unfinished Business: Point of View Subdivision #2202-4250, Dan Yarumian and Ralph Ruel. Discussion of whether stone monuments are required instead of iron bars. The Hollis Subdivision Regulations state that: "The Board may require stone monuments to be set for the corners and angle points." Discussion of the presence of the word "may" instead of "shall." Motion was made and seconded to seek guidance from Select Board (with input from Road Commissioner and Code Enforcement Officer) regarding whether stone monuments are preferred by the Town, or whether iron rebar is acceptable. Motion carried 5-0-1.

Mr. Mattor asked the developer to add to the plan a "revision block" showing the dates of each revision. He also suggested revising the wording of Note 20.

A Shoreland Zoning Application has been received in addition to the Subdivision Application, due to the presence of a large area of freshwater wetlands. Abutters will be notified that this will be discussed at the next meeting, September 8. The Planning Board "may" require an additional site visit or public hearing; nothing was scheduled at this meeting.



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Unfinished Business: Noble Ridge Subdivision #2202-4247, William Thompson BH2M. The application was found to be complete on 12 May 2021; site visit and public hearing were held on 23 June 2021. The proposed new road "Noble Way" is planned to remain as a private road permanently due to the grade which will not meet town standards. The HOA will maintain the road. Mr. Thompson will confirm with the developer whether the road will be gravel or paved. The amount of the performance bond will be adjusted accordingly.

Motion was made and seconded to find the preliminary plan to be complete, including modifications to the satisfaction of the town engineer. Motion carried 5-0-1.

New Business: Dave McCubrey discussed the Remote Participation Policy that has been required by the State. Such a policy has recently been adopted by the Select Board and the Board of Appeals. Each individual board and committee is required to hold a public hearing and then vote on a policy.

Motion was made and seconded to schedule such a public hearing for the Planning Board. Motion carried 5-0-1. Public hearing will be scheduled for 8 September 2021, and will be advertised locally.

Mr. McCubrey discussed an issue with the revised use table that includes all the marijuana businesses. Apparently, the table that was included on the warrant and was approved by the Town is not the same as the one that was approved by the Planning Board and the Select Board. There will be a special town meeting on September 29.

Bennet Flinner discussed FOIA requests. Board members have expressed concerns that the information on their personal phones and other electronic devices could be accessed if they contain Town of Hollis information. Discussion of options such as individual/additional email addresses. Instead of emailing all applicant documents to individual board members, these items will be attached to the agenda and posted to the town's website the week prior to each meeting, and can then be accessed at will by board members or any members of the public.

Chief Young discussed fire protection for subdivisions in Hollis. He stated that individual residential sprinkler systems are very effective at allowing time for residents to safely exit the building. Some towns are beginning to require them for all new residential construction, not just subdivisions. The costs of such residential systems have become much more reasonable. Residential sprinkler systems will increase the value of the house, as well as reducing home insurance costs. Cistern tanks do not last forever, and the Town of Hollis becomes responsible for maintenance and repairs that can become expensive.

Public Comment: None

Plan for Next Meeting: Wednesday 8 September 2021, 7:00 PM at Community Building.

Adjourn: Meeting adjourned 9:12 PM.

Minutes submitted by Martha Turner, Secretary
Approved by Planning Board 8 September 2021