



PLANNING BOARD

Paul Mattor, Chair
Joe Ponzetti, Vice Chair
Peter Lovell
Kevin Flinner
Heather Sullivan
Jessica Brackett
Trevor Hustus
Bruce Wishart, alternate

Minutes of Planning Board Meeting 10 January 2018

Present: Paul Mattor, Chair; Joe Ponzetti, Vice Chair; Heather Sullivan, Peter Lovell, Kevin Flinner, Bruce Wishart, Trevor Hustus; Martha Turner, Secretary; Mike Seely, Select Board; Paul Goudreau, Deputy CEO.
Absent: Jessica Brackett.

A quorum being present, the meeting was called to order at 7:00 PM by Chair Paul Mattor.

Motion was made and seconded to suspend the regular meeting and open the Public Hearing for Conditional Use Permit #2201-4123, Woods Excavating seeking permit for Cape Road Gravel Pit, Map 16 Lot 28-2. Motion carried. Public hearing opened at 7:02 PM.

This CUP is presented by Chris Woods, one of the owners of Woods Excavating, assisted by Peter Dalfonso, Civil Engineer. Mr. Dalfonso explained that this gravel pit was originally permitted in 2013 to William Kowalski. It is located approximately one-half mile from the intersection of Cape Road and Plains Road, and is owned by Lora Hertel of Scarborough. The entire lot is 22.5 total acres, with the gravel pit covering 7.5 acres. Mr. Dalfonso stated the applicant would like to change some of the conditions of the original permit, such as changing the hours of operation, increasing the amount of material to be removed, and allowing for the crushing and recycling of materials being brought in from other sites.

Mike Seely, who resides at 1165 Cape Road, offered his comments as a resident of Hollis, not as a member of the Select Board. Mr. Seely stated that he is concerned that the operators of the gravel pit are infringing on his property line, and he is worried about runoff. He stated that the noise level is atrocious, impacting the lives of everyone living nearby. He suggested running the gravel pit only between the hours of 8:00 AM and 4:00 PM weekdays, with no weekend hours.

Veronica Washer, who resides on Hardscrabble Road, expressed her concern that they might want to expand the gravel pit so she will be able to see it as well as hear it. She noted that she moved to this area to get away from the noise of the city.

With no one else offering public comment at this time, Mr. Mattor closed the public hearing and reopened the regular Planning Board meeting at 7:12 PM.

Old Business: Peter Snell Antiques, CUP #2201-4124. The town was represented in this matter by Ben McCall, town attorney. Mr. Snell and his attorney were not present. Mr. McCall reviewed his response to questions raised at the last Planning Board meeting, as detailed in his letter of 21 December 2017.

Due to the absence of Mr. Snell and his attorney, a motion was made and seconded to postpone reconsideration of Mr. Snell's application until the next meeting of the Planning Board on 24 January 2018. The motion carried 6-0-1.



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Old Business: Woods Excavating, LLC, CUP #2201-4123, for Cape Road Gravel Pit. Presented by Mr. Woods and Mr. Dalfonso. Mr. Mattor noted that there was a site walk scheduled last Saturday which was postponed due to the extreme weather. He referred to the statement in the Hollis Subdivision Regulations that site walks will not be held when there is snow on the ground. Although this is not specified in the Zoning Ordinance, he emphasized that the same principle applies, as it is impossible to visualize the terrain under the snow cover. The site visit will be rescheduled as soon as the ground is clear.

Mr. Lovell asked if the boundaries are marked. Mr. Woods replied that he will make sure all boundaries are clearly marked prior to the site walk. He stated that there will also be grade stakes that can be seen at the same time.

Mr. Mattor referred to the minutes of 13 December 2017 which listed several areas of concern to be addressed by Mr. Woods and Mr. Dalfonso. Mr. Woods stated that they are working with Country Properties to clarify and revise the lease. Ms. Sullivan noted that the landowner, Lora Hertel, either needs to sign the lease herself or give written permission to Country Properties to enter into a lease on her behalf.

Regarding noise attenuation, Mr. Woods stated that a berm with vegetation would cancel out a lot of the noise. He also stated that signs will be posted requesting drivers to avoid slamming tailgates. He noted that he will be updating all their trucks with a newer backup alarm that is not as loud.

Regarding hours of operation, Mr. Woods explained that ceasing all operations at 5:00 could be a problem if a job needs material to fill in a hole or close a road at the end of the day. He suggested that perhaps extraction of fill could continue until 7:00 PM on weekdays, but all mechanical operations (such as screening and crushing) must cease at 5:00 PM.

Mr. Lovell asked if this fill is mostly bank run material, and Mr. Woods replied that it is. Mr. Lovell noted that digging material from the banks of the pit is very different from just loading a truck from existing piles. Mr. Woods emphasized that all of their machinery has mufflers, but some machines are going to be louder than others. He stated that the crusher is the loudest. He noted that they do not own their own crusher, so they would have someone else bring in a crusher to process material and create piles for future use. This would happen approximately three or four times per year, lasting for a maximum of one week at a time. Mr. Mattor asked that this be written down as part of the CUP application, being very specific about which machinery will be running and how often, and that crushing and screening operations will cease at 5:00 PM on weekdays. He recommended notifying the neighbors in advance when crushing is scheduled. Mr. Mattor also asked that the proposed location and size of berms be indicated on the plans, as well as the proposed location for incoming materials to be dumped. Mr. Woods will also be relocating the gate, and will indicate that on the plan as well.

Mr. Mattor requested a written plan indicating the life analysis of the pit. Mr. Dalfonso suggested that the pit has a life of approximately five to seven years. He estimated that perhaps 75,000 yards of usable material remains in the pit. Mr. Woods stated that they are reclaiming the land as they go, and will leave it ready to be used as a buildable lot.



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Mr. Ponzetti suggested requiring a bond to ensure that the pit is not left in bad condition if Woods Excavating should cease to exist. Mr. Woods suggested instead that he could set up specific checkpoints at which time the CEO could check the progress of the pit to be sure everything is being cleaned up and reclaimed according to plan.

Mr. Wishart asked what kind of material is being brought into the pit for processing, with specific concerns about not filling the pit with pavement. Mr. Wood replied that loam and other clean fill will be used to reclaim the pit; pavement would be crushed and would leave the pit for other projects; stumps can be ground and reused for reclamation.

For the next meeting, Mr. Woods and Mr. Dalfonso will create a detailed plan for reclaiming the site, indicating materials to be used, final grades and elevations, and a timetable for specific checkpoints for monitoring progress. The plan will also indicate the new gate location, and proposed location for berms to be used to minimize noise. The plan will indicate the maximum frequency, duration, and timing of all processing operations such as screening and crushing. Operations will begin no earlier than 7:00 AM. Material may be removed from the site until 7:00 PM, but all other operations, such as crushing and screening, will cease at 5:00 PM. On Saturday mornings, from 7:00 AM until 12:00 PM, material may be removed from the site, but no processing operations will be permitted. No operations of any kind will be permitted on Sundays, or before 7:00 AM on any other day. Neighbors will be notified in advance when screening and crushing operations are planned.

Old Business: Shoreland Zone Permit #2200-0300, McGarry, Tea House. Presented by Sally McGarry, applicant, and Christopher Carroll, architect. Ms. McGarry and the members of the board discussed the situation regarding the presence or absence of water rights, since the well is not located on the tea house property. After the discussion, Ms. McGarry and Mr. Carroll agreed to pursue digging a new well on the property. They have previously determined that such a well is feasible.

Mr. Mattor reviewed the items listed in Shoreland Zoning Ordinance, page 5, Article 1.4. Board members expressed no concerns about the first seven items, listed as follows:

1. Will maintain safe and healthful conditions – the new residence will be constructed to code.
2. Will not result in water pollution, erosion, or sedimentation – during construction, best practice erosion control procedures will be followed.
3. Will adequately provide for the disposal of all wastewater – a professionally designed septic system will be installed.
4. Will not have adverse impact on wildlife – no impact; property does not directly abut river.
5. Will conserve shore cover and access – no impact; property does not directly abut river.
6. Will protect archaeological and historic resources – N/A.
7. Will avoid flood plain problems – not located within the flood plain.
8. In conformance with provisions of Chapter 17, Land Use Standards – will review at the next Planning Board meeting.



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Mr. Carroll and the board members reviewed the volume calculations to confirm that the volume is not being increased by more than 30%. Mr. Carroll noted that the building is being shortened to allow for a second floor. He also confirmed that there will be no decks, and no basement walkout.

Minutes: Motion was made and seconded to approve the minutes of 13 December 2017 as presented. Motion carried.

Reports: Mr. Mattor reported that he has gone through many boxes of old Planning Board and ordinance files that were previously stored in the attic of the town hall. Copies of revisions of ordinances through the years will be added to the town's permanent historical records. He has discovered that many of the items in these boxes are very old notes, including research items that are not specific to the Town of Hollis. He has brought three boxes of such items to the meeting tonight, for any member to review prior to the destruction of these documents.

Mr. Seely reported that the Select Board has established a selection committee to review applicants for the town's new Finance Committee. The members of the selection committee are Becky Bowley, Kevin Lafreniere, and Paul Mattor. Any town resident with some financial background who would like to serve on the Finance Committee may contact one of the selection committee members or one of the members of the Select Board. Mr. Seely noted that a person may not serve on more than one official Board or Committee at a time. He stated there will be seven members, and each appointment will be for three years. Meetings will be held once a month. Duties will include reviewing monthly financial documents and making financial recommendations to the Select Board.

Mr. Seely also reported that the deadline for submission of warrant articles for June 2018 is rapidly approaching. The warrant will have to be signed by the Select Board on March 7.

Mr. Wishart asked Mr. Goudreau about a large building being constructed on Hollis Road, and he questioned the proposed use for this building. Mr. Goudreau replied that this large building is proposed to be used as a medical marijuana grow facility, not to include a dispensary. Ms. Sullivan noted that a medical marijuana caregiver is permitted to grow plants for up to six patients at a time on private property. Mr. Goudreau emphasized that this building is being constructed to meet all of the Town and State codes and ordinance requirements.

Correspondence: None.

Public Comment: None.

Plan for Next Meeting: The next Planning Board meeting will be held on Wednesday 24 January 2018.

Meeting adjourned at 8:50 PM.

Minutes submitted by Martha Turner, Secretary
Approved by Planning Board 24 January 2018