

**Temple Planning Board
Approved Minutes, Tuesday, August 17, 2021;
Town Hall 7:00pm**

Present: Nicole Concordia, Chair, by Zoom; Bruce Kullgren, Vice Chair and moderator of this meeting; Keith Charlton, Secretary; Alan Fox, Christine Robidoux; George Willard, Select Board ex-officio; Rev. Olivia Holmes, Clerk

Absent: Brian Kullgren

Acting Chair, Bruce Kullgren, called the meeting to order at 7:03pm.

Approval of Draft Minutes: July 20, 2021

Alan Fox moved approval of the draft minutes of the July 20, 2021, meeting as amended. The motion was seconded by Nicole, and approved by unanimous roll call vote.

Invitation for Comments from The Audience: No comments were offered at this time.

7:15pm: Ben's Maple Products, LLC.: Hearing, Site Plan Application Merits

Jim Phippard of Brickstone Land Use Consultants presented the site plan for a 16,800 square-foot plant, including hours of operation, number of employees (in general and in peak maple sugaring season), and additional overflow parking requested by the Zoning Board of Adjustment and complying with zoning regulations. He pointed out that the site can easily accommodate over 100 cars at any time.

Mr. Phippard explained that a complete set of plans was submitted to the NH Department of Transportation (DOT) with the result that their personnel did not think additional intersection improvements would be required at the intersection of Rtes. 101 and 45. He estimated that during maple sugaring season up to 200 customers per day are anticipated, yielding approximately 63 cars at peak hours (estimated to be 11am to 1pm) on Saturdays. He added that on a normal weekday the plans estimate approximately 48 customer vehicles per day.

Mr. Phippard reported that the project team has submitted a detailed drainage report prepared by professionals. Drainage will be directed to the water collection pond to be located east of the building. Engineering manuals suggest a 25-year storm plan (versus the 20-year plan requested by the town). Drainage would be handled entirely on site, and would replenish the ground water on site.

Today Mr. Phippard delivered upgraded plans for the septic system; which detail expanding capacity to 11,000 gallons per day. A new well will be installed and will be tested by the state.

He explained that 100,000 gallons of water for a fire hydrant located on the premises is anticipated using the distilled water from the maple syrup production process.

Snow can be stored on site without disruption to parking spaces. The ZBA requested additional screen plantings on Old Revolutionary Road, and the existing driveways on Old Revolutionary Road will be blocked and covered by Frazer firs. Most of the mature trees along Webster Highway will be preserved. Line of Site drawings have been submitted, and approved by the American Association of State Highway and Transportation Officials (AASHTO).

Mr. Phippard reported that no wetlands are being impacted by the site plan.

Acting Chair, Bruce Kullgren asked for questions. Keith Charlton asked about plans for a sprinkler system. Mr. Phippard replied that the building code does not require a sprinkler system, just a fire wall, which will extend down the middle of the building. In future, if a sprinkler system is added, it will be connected to the dry hydrant to be supplied by the water collection pond on the premises, which will be attached to a fire department hose when needed.

Paul Clifton-Waite, of 52 Old Revolutionary Road, spoke in support of the project, and requested the installation of additional native trees and non-deciduous shrubs bordering Old Revolutionary Road. He also requested written confirmation that all sugaring equipment will be removed from the field at 5 Old Revolutionary Road. His full statement is attached to these minutes.

Allan Pickman asked whether the wall paks to be installed on Ben's proposed new building will be dark sky compliant. Mr. Phippard sent the clerk a spec sheet with an email saying, "These are full cutoff, dark sky compliant fixtures." (spec sheet attached)

A further question was asked regarding the dark sky compliance of the plan for two pole-mounted street lights. Mr. Phippard replied that pole lights are not owned by Ben's business. Rather, they are owned by Verizon and utilized by Eversource. Mr. Phippard said Eversource has assured the project team that the lights to be used are LED dark sky compliant. Ben's business will have to pay to have those poles and lights installed.

Bruce Kullgren suggested the Board will go through the site plan checklist and define specific aspects of the plan the Planning Board will want to review, knowing that the ZBA did a lot of the work the Planning Board (TPB) would usually do. He said that the TPB's work is to define what the ZBA has assigned for the TPB to review and approve or amend, and to be sure nothing on the TPB checklist has been missed.

Nicole (attending by Zoom) recommended the TPB do a site plan walk through to review the screening requirements in addition to the checklist.

It was pointed out that the ZBA tasked the TPB with reviewing the plans for screening and buffering landscaping. Food consumption may be considered during site plan review; and the

ZBA deferred to the TPB regarding the prohibition of outdoor storage of materials and equipment or display of goods unless screened from the street.

Christine Robidoux asked whether there would be a larger alteration of terrain given the new septic system, and whether that would require state approval. Mr. Phippard replied that the new septic system plans would require an extra 1600 feet of land; and that would require an Alteration of Terrain (AoT) permit from the state. Mr. Phippard was asked whether the plan would require a NH Department of Environmental Services (DES) permit for discharged water.

Bruce Kullgren asked whether this new plan is required to be recorded with the NH Registry of Deeds. Mr. Phippard replied that the TPB can request a stamped survey be recorded, which he said is a good policy but not required in the state of NH.

A site walk through was scheduled for Wednesday, August 25, at 5:15pm; on the land northwest of the intersection of Routes 45 and 101. Nicole Concordia committed to getting the agenda and notice to the town office Wednesday morning, August 18. The site walk through will be a continuation of this hearing, and the following TPB meeting, scheduled for Tuesday, September 7 at 7pm at Town Hall, will also include a continuation of this hearing, scheduled to begin at 7:15pm.

George Willard moved implementation of the site walk through. Keith seconded the motion, which was unanimously approved by roll call vote.

Christine moved continuation of this hearing to the date and place of the site walk through. The motion was seconded by Bruce and unanimously approved by roll call vote.

Bruce Kullgren moved adjournment of the hearing portion of this meeting, pursuant to the vote to continue it as recorded. The motion was seconded by Christine and unanimously approved by roll call vote.

Old Business

Community Advisory Committee (Christine)

There are too many charettes on the calendar this year, so a charette for Temple might be planned, perhaps, for next April. Robin Leblanc, with Plan New Hampshire will make a presentation in Temple on Thursday, September 2, at 7pm in the Town Hall.

Zoom Possibilities(Keith)

A lot of people have requested continuation of Zoom (or internet) access to public meetings. Keith is working with Rob Wills to learn whether live streaming is possible, because people can write comments in that venue. Some internet possibilities might be possible by the first quarter of next year. Keith pointed out that the town might want to include the Town Hall Annex in addition to Town Hall and maybe the room upstairs as it considers internet meeting options. The main room at Town Hall should be adjusted to

improve acoustics. Keith will explore ways to accomplish this, given the historic nature of the building. The Select Board has some money coming that could be applied to this purpose.

Email Retention (Olivia)

Olivia reported Bill Ezell's information that the state only requires 2-month retention of emails. Keith will double check Bill Ezell's information. Nicole said transfer emails would constitute a cover letter, so yes, a copy should be printed and kept in the file, but the clerk doesn't have to keep a copy on her private computer.

Keith moved adjournment of this meeting. The motion was seconded by Christine and approved by unanimous roll call vote.

The meeting was adjourned at 8:18pm.

Hearing Continuation: Wednesday, August 25, 2021, 5:15pm, on site Hearing Continuation, Rtes. 101 and 45

Next Meeting and Hearing Continuation: Tuesday, September 7, 2021, 7:00pm Town Hall; Hearing Continuation to begin at 7:15pm

Respectfully submitted by Rev. Olivia Holmes, Clerk

Attachments:

1. ZBA Special Exception Letter of Decision (presented by Mr. Phippard)
2. Paul Clifton-Waite Abutter Notes for tonight's Hearing
3. Wall Pak spec sheet sent by Mr. Phippard to TPB clerk
4. KAX LED lighting spec sheet sent by Mr. Phippard to TPB clerk (parking lot poles)
5. Town of Temple – Site Plan Review Regulations (presented by Mr. Phippard)
6. Abutter letter from Elizabeth Fox emailed 8/17/21 at 4:55pm; received by TPB Clerk; 8/18/21