

Town of Newington, NH

PLANNING BOARD

Meeting Minutes, Monday, March 26, 2018

- Call to Order:** Chair Denis Hebert right called the March 26, 2018 meeting at 6:30 p.m., followed by the pledge of allegiance.
- Present:** Chair Denis Hebert; Vice-Chair Christopher Cross; Board Members: Rick Stern and Peter Welch; Board of Selectmen's Representative, Ken Latchaw; Planner, Gerald Coogan and Jane Kendall, Recorder
- Absent:** Bernie Christopher and Jim Weiner
- Public Guests:** John Lorden, P.E. and Bob Duval, Traffic Engineer with MSC Engineering; Attorney Steve Roberts; Derek Caldwell, PTO; Town engineering consultant, Eric Weinrieb with Altus Engineering; Board of Selectmen Ted Connors and Mike Marconi; Town Administrator, Martha Roy; Town counsel, Attorney John Ratigan; Fire Department Deputy Chief, Darin Sabine, Newington; John Frink with Newington Public Works; Newington Road Agent, Len Thomas; Steve Haight with Civil Works New England; Ken Anderson with Pickering Riverside Marine; Attorney Kevin Baum

Before the meeting began, Board of Selectmen, Mike Marconi thanked the Board for the time he spent as the Board of Selectmen's representative as he introduced his replacement, newly elected Ken Latchaw. Chair Hebert welcomed Mr. Latchaw in his new capacity.

I) **Informational Update:** by Town engineering consultant, Eric Weinrieb, P.E. with Altus Engineering regarding proposal by **Anthony DiLorenzo** for a **100-room hotel** at 2061 Woodbury Avenue, Tax Map 27, Lot 2.

Chair Hebert informed the Board that he had invited the Board of Selectmen for an update on the developments on Woodbury Avenue with the New Hampshire Department of Transportation (DOT) and the sale of Eversource's property over the next couple of years.

Town engineering consultant, Eric Weinrieb with Altus Engineering presented the State's improvements that began at the Spaulding Turnpike at the top of Woodbury

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Avenue and continued down to Gosling Road. Mr. Weinrieb went on to say that the State originally only intended to do an overlay of the pavement, but after negotiations had agreed to update median strips, shoulder work, sidewalks, traffic signals, and relocate the gas line. Mr. Weinrieb said the City of Portsmouth would be upgrading the water main and the Town of Newington would be upgrading the sewer lines.

Mr. Weinrieb added that the intersection at Piscataqua Drive would be rebuilt, but the Town would be paying to widen the entrance because DOT didn't think it necessary. He said the Town was also hired Woodburn and Company Landscaping to plant some specimen trees such as honey locust or Princeton elms, low growing sumac and perennials.

Mr. Weinrieb said they intended to start working from April to November 2018, but he thought they would probably not finish until the following spring.

Town Planner, Gerald Coogan asked if the Town would assume liability in October 2019 and Town Administrator, Martha Roy replied that they would.

Vice-Chair Cross asked if the traffic signal software would have the ability to add future crosswalks when it was determined that they were necessary. Mr. Weinrieb replied that they would and would also have be capable of remote maintenance. He added that the City of Portsmouth had declined to synchronize their traffic lights on the other side of Gosling Road, however.

Town Road Agent, Leonard asked where the project would end toward the Spaulding Turnpike and Mr. Weinrieb replied that the project would be limited to the Walmart entrance on this contract and that he knew that the Town would not be responsible for the bridge maintenance. He added that the DOT garage at the former movie theater was put there to assist with sanding and snow removal on that side of the Spaulding.

Mr. Thomas commented that there was no place to turn the snowplows around on Beane's Hill and Mr. Weinrieb suggested turning around at the roundabout on Arboretum Drive.

Mr. Coogan asked if the Town would be responsible for keeping the sidewalks clear and Ms. Roy said the Board of Selectmen had a policy on sidewalks.

(Board of Selectmen, Ted Connors and Mike Marconi, Town Administrator, Martha Roy, Road Agent Thomas and John Frink with Public Works all left the meeting at this point at 6:52 p.m.)

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II) Public Hearings:

- A) Site Plan Review of proposal by **Anthony DiLorenzo** for a **100-room hotel** at 2061 Woodbury Avenue, Tax Map 27, Lot 2.

John Lorden, P.E. with MSC Engineering presented updates with drainage and utilities on the site plan. Mr. Lorden noted that the addition of a curb cut and access way from Piscataqua Lane through the back of the hotel lot to a second lot for a future lot line adjustment or subdivision would require a waiver for the encroachment on the setback.

Board member, Rick Stern asked if the information had been made available to Board members and Chair Hebert replied that there had been a meeting with the Technical Review Committee (TRC) and Altus Engineering had not had time to review these new changes.

Bob Duval, with MSC Engineering presented his traffic study on the effect of the hotel curb cuts on the intersection of Woodbury Avenue and Piscataqua Drive. Mr. Duval stated that he did not see that the low generation of hotel traffic from the applicant's proposal for a right-in and right-out curb cut on Woodbury Avenue would change the traffic of the busy corridor significantly. Mr. Duval added that there would be sufficient gaps for vehicles to merge into the northbound lanes and that DOT didn't feel a dedicated right turning lane was warranted.

Regarding concerns that vehicles might use the secondary curb cut connecting Woodbury Avenue to the back-access drive, Mr. Duval said he thought most drivers would want to be protected by traffic signal rather than struggle with a left turn on Piscataqua Drive. Mr. Duval reminded the Board that DOT would still issue their curb cuts until they turned Woodbury Avenue over to the Town.

Mr. Duval said he had received comments from DOT and the Town's traffic consultant and he expected traffic volumes to go down after improvements on Woodbury Avenue were complete.

Board member, Peter Welch asked what basis Mr. Duval thought traffic would be reduced after DOT completed improvements. Mr. Duval replied that perhaps more vehicles would be using the Spaulding Turnpike as the expansion project was completed.

Mr. Weinrieb commented that traffic volumes on Woodbury Avenue had already dropped off because of traffic turning off Woodbury Avenue on to Piscataqua Drive to Shattuck Way or from Woodbury Avenue to Gosling Road. Mr. Welch noted that Portsmouth was considering closing off two of their streets, which could create more traffic onto Woodbury Avenue, however.

Vice-Chair Cross commented that the existing curb cuts were not guaranteed for future businesses as safety conditions changed. He added that he was not in favor of moving the curb cut closer to the intersection where one car could cross five lanes and

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resulting accidents could tie up traffic. Mr. Duval stated that the existing drive was closer to the signal, but Vice-Chair Cross replied that the existing drive closest to the signal was only used once a month for tractor trailer access and DOT didn't recognize that curb cut.

Mr. Coogan asked Derek Caldwell, PTO with Sebago Engineering, who had been hired by the Town to present his traffic study. Mr. Caldwell replied that Mr. Duval had addressed most of the traffic issues, but he agreed that a right-in only would be advised to avoid merging issues at the intersection.

Mr. Caldwell added that it was not clear to him why an additional curb cut on Woodbury was necessary rather than consolidating the curb cuts to increase safety on the corridor, noting that DOT would have some say on the curb cuts, but they also might defer to the Town. Vice-Chair Cross agreed that any access serving multiple lots was a good precedence to follow to assist with streamlining Woodbury Avenue in the long run as the Olive Garden and National Tire and Battery had done with a shared a lot.

Board of Selectmen's Representative, Ken Latchaw asked Mr. Duvall if a right turn in only would have a large impact on the business. Mr. Duval replied that there was a value to having an entrance in the center where the hotel sign would be. Mr. Lorden added that wayfinding signage to Newington or Portsmouth would also help alleviate problems.

Mr. Latchaw asked why they weren't proposing the exit on Piscataqua Drive where the flow of traffic was lower. Mr. Duval replied that the traffic study did not show that a right turn out would be a fatal flaw in the design. Mr. Latchaw responded that he agreed with Vice-Chair Cross that anyone that was not familiar with the corridor and attempting to change direction by crossing five lanes and taking a U-turn could greatly increase the chances of an accident. Mr. Duval replied that the hotel operators came up with the design and he did not see the curb cut as having any more potential for accidents than people running a red light.

Chair Hebert asked Mr. Caldwell if it would be safer to go to the signaled intersection to access the hotel on Piscataqua Drive rather than take a right turn into traffic from a Woodbury Avenue curb cut and Mr. Caldwell agreed that it would be safer.

Chair Hebert asked if it would also be safer than merging left and doing a U-turn at the light and Mr. Caldwell said it would be.

Chair Hebert asked if removing the right turn out would interfere with the operation of the hotel and Mr. Caldwell replied that he didn't think it would make a big difference.

Chair Hebert commented that he had observed that access from side roads was common for many hotels, but he could understand that drawing patrons in with a right turn was viewed as important to the business, but he thought exiting on Piscataqua Drive and making turns at the signal would be safest.

Mr. Coogan commented that he had been in contact with DOT and District 6 and they agreed that a right-in without a right-out would be acceptable.

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Mr. Weinrieb asked how people approaching from the north would know to take a left on Piscataqua Drive and avoid taking U-turns in the middle of Woodbury Avenue if they missed the turn. Mr. Coogan replied that he thought most people had GPS systems that they would follow while traveling down Woodbury Avenue.

Chair Hebert said although there was a high-pressure gas line easement at the back, he didn't see any issue with the setback waiver, because the abutter was already set back 50 feet.

Chair Hebert stated that he didn't think cut throughs at the rear access would be an issue, but if it became a problem the Town would address it immediately. Mr. Lorden replied that barriers could be put up to prevent cut throughs if it was a problem.

Mr. Coogan informed the Board that it would be appropriate to take a vote on the traffic configuration so that a letter could be sent to DOT. Mr. Stern replied that he would be in favor of the right in with no right out.

Vice-Chair Cross stated that he wanted to see the curb cut moved 300' from the traffic signal per DOT standards, and for the most efficiency for both lots and Mr. Stern agreed. Mr. Duval pointed out that the center drive serving the hotel alone would not cause traffic to rise to any level of concern. He added that the median would prevent left turns, but it would no longer be protected if the curb cut was moved further from the intersection. Mr. Duval added that most T-bone accidents occurred at intersections, not the less severe side sweeping that might occur from shifting lanes.

Mr. Latchaw suggested a lot line adjustment to accommodate combining both curb cuts and Vice-Chair Cross agreed that might be another option.

The applicant's counsel, Attorney Steve Roberts replied that a shared access had been discussed before, but the applicant had concerns because he didn't know what was happening with the southern lot and the Board shouldn't speculate or infringe on the applicant's right to the existing three curb cuts. He added that their traffic consultant said there wouldn't be any issue with a right-in and right-out, they might be willing to consider a right-out only.

Attorney Roberts said he was also not sure that Eversource would allow access under the 100-foot easement for their high-tension wires for a shared drive. Vice-Chair Cross replied that the Christmas Tree Shop and Bed Bath and Beyond shared access with the Hampton Inn, so it could be done. He said even moving the curb cut down another 50 feet would be an improvement and that DOT would review the curb cuts for proper engineering because they wouldn't do anything arbitrary.

Mr. Stern said the Planning Board's job was to look at both the application and future ramifications. Attorney Roberts replied that he understood their concerns, but from a legal point of view, they could not make stipulations on an undeveloped lot.

Chair Hebert replied that DOT would be turning Woodbury Avenue over to the Town and he didn't want them digging up the Town road for utilities on a second lot after upgrades had been done so they would need to establish utility connections based on their best guesses for a multipurpose lot because traffic and safety issues were

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everyone's responsibility. Chair Hebert added that curb cuts were grandfathered until it was determined and verified to be unsafe.

Town counsel, Attorney John Ratigan commented that the questions raised were important planning questions and suggested that DOT be asked if they would approve both the proposed and the hypothetical curb cut to give the applicant an opportunity to review design options without meeting another meeting cycle.

Attorney Roberts commented that the Board was suggesting that the applicant replace the two existing curb cuts that the DOT had granted with a curb cut in between, but they would need to prove that they were not safe vis a vis before they would be required to move them. were grandfathered on second lot. Vice-Chair Cross replied that the Board would entertain applicant's reason, but it was in the Town's purview to indicate the everyone's best interests for the next 20 to 30 years with DOT making the determination at this time.

Attorney Roberts responded that the applicant might consider reducing the two curb cuts on the second lot to one, but he didn't want shared access. Chair Hebert replied that he liked the idea of shared access, but he understood the applicant's concerns.

Chair Hebert suggested that Vice-Chair Cross discuss the topic with Rockingham Planning Commission (RPC). Vice-Chair Cross replied that RPC wanted communication from towns, but it was not their role to engage in dialogue on applications.

Chair Hebert asked how the Board felt about a shared access for the two lots and Mr. Latchaw replied that he was against it, but he wondered if they might include vegetation on an island near the gas line to divide the two curb cuts. Chair Hebert replied that vegetation could interfere with the high-tension lines overhead.

Chair Hebert asked how they felt about a right turn only on both lots and all Board members agreed that it was preferred, but Mr. Stern commented that there was no median in front of the second lot and traffic could still take a left even though it was right-in only. Chair Hebert replied that extending the median was under consideration.

Vice-Chair Cross noted that the hotel lot was 45-feet over the power line easement. Chair Hebert replied that both Shattuck Way and the malls were over Eversource's right-of-way. Mr. Lorden stated that Eversource tended to behave differently with municipalities than commercial applicants. Chair Hebert replied that the curb cuts could be put in several places for a right-in only, so he would have Mr. Coogan talk with DOT.

The Board agreed to accept the proposal for a waiver from the back setback.

Chair Hebert stated that the Board would need to make a condition of approval that there would be no long-term rentals at the hotel.

Mr. Moorechild, a representative for the hotel stated that the hotel had a policy that a guest would be checked out as 180 days approached and checked out as they didn't want extended stays, but a guest could possibly check back in after that time. He

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said they would only serve a continental breakfast. Attorney Roberts added that there would be no kitchen facilities.

Chair Hebert asked what parking accommodations were available for trucks that were seeking lodging. Mr. Lorden replied that the site had no space for trucks. Chair Hebert asked if they would restrict a trucker that parked across the street and walked in. Mr. Lorden replied that he wouldn't know how the hotel would handle truckers parking across the street. Mr. Weinrieb stated that truckers would be able to see parking on the back-access road and asked if they might put signage restricting trucks. Mr. Lorden replied that they didn't intend to litter the site with signage.

Chair Hebert commented that they would also need to comply with lighting and landscaping requirements. Mr. Coogan also read through the building and fire protection requirements.

Mr. Weinrieb commented that the curb cuts would need to be wide enough for the fire department to take a wide turn in. Newington Fire Department Deputy Chief, Darin Sabine stated that they would want a 360-degree access for a fire truck the size of Dover's to be sure it would fit.

Deputy Chief Sabine stated that the Newington Fire Department (NFD) would also require elevators be large enough for both a stretcher and personal. Mr. Lorden replied that there would be two elevators, with one being larger as required.

Chair Hebert asked about access through windows. Deputy Chief Sabine replied that it was determined that people could not survive a jump from windows above 20 feet, but they would have a third-party review of the Town ordinance and Life Safety Code recommendations to be sure all requirements would be met before a certificate of occupancy was issued.

Vice-Chair Cross reminded the applicant that the existing antique farmhouse would require a historic review and stated that the Newington Historic District Commission (HDC) could assist them with their SHIPO application. Mr. Lorden replied that they had already contacted the HDC. Vice-Chair Cross suggested that they provide photos to the HDC and State.

Mr. Weinrieb pointed out that only a site plan had been submitted, but no labeled subdivision plan labeled. Mr. Lorden replied that they wanted to be sure that all the required changes were addressed first and that they would submit the subdivision plan for the next meeting.

Chair Hebert stated that Mr. Weinrieb would review their updates and continued the public hearing to Monday, April 23, 2018.

- B) Site Plan Review of proposal by **Pickering-Riverside Marine** for expansion for their business on Patterson Lane, LLC lot at 34 Patterson Lane, Tax Map 19, Lot 6.

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Steve Haight with Civil Works New England stated that he had presented a conceptual plan to expand the existing building with an accessory building. Mr. Haight said he had submitted a full site plan for their proposal, but Town engineering consultant, Altus Engineering hadn't completed their review to date. He said he would do one set of revisions and have a TRC meeting after Mr. Weinrieb's review.

Mr. Haight stated that they had received approval from the Zoning Board of Adjustment (ZBA) for setbacks and a second floor on the accessory building.

Mr. Haight said he had met with Mr. Coogan last week and would come up with revisions.

Mr. Haight stated that they originally only needed 22 parking spaces, but after discussing their needs with Mr. Coogan, it was suggested that they could move the addition so that they could get 22 additional parking spaces that would allow for truck traffic in and around the site and for storage of constructed items that were waiting for transportation to the offsite barge heading to their final location. Mr. Haight said they would meet the Ordinance requirement of minimizing impervious pavement at 55% considering the gravel lot.

Mr. Haight stated that the applicant would only have tractor trailer truck deliveries once or twice a month, and they had enlarged the turning radius.

Mr. Coogan stated that the site was intensely developed and maxed out, so he recommended that the secondary building be referred to as an accessory building to the existing primary building. The applicant's legal counsel, Attorney Kevin Baum replied that one variance was for an addition. Mr. Haight stated that they were trying to keep everything on site and were asking for a waiver from 33% to 50% lot coverage.

Mr. Coogan asked if the storage would be visible to Patterson Lane residents and Mr. Haight replied that the product would only be stacked six to eight feet high.

Mr. Haight said they had proposed a ten-foot-high chain link fence with privacy slats, but the cost of fencing had increased 10% in the last week, so the total cost had gone from \$45,000 to \$65,000 in a week. He said they would be clearing the area for site preparation and asked if the Board might consider placing the fence on a three to four-foot berm that would also create a barrier.

Mr. Haight said they would have a swale cut in around back perimeter and discussed drainage and landscaping plans that had been presented from the site's previous proposal.

Mr. Weinrieb stated that he had a meeting with the Board of Selectmen and the Air Force and the fuel line was coming out so trees at the front would be coming down soon.

Vice-Chair Cross suggested that they might want a privacy fence on the west side of the building. Chair Hebert agreed, stating that they could do plantings as the Town wanted to keep the view from Shattuck Way squeaky clean.

Attorney Ratigan asked what kind of building they were proposing and Mr. Haight replied that it would be a metal building with vertical slats and a metal roof.

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Mr. Coogan asked if they had reached out to residents on Patterson Lane and Mr. Haight said they were all aware of the proposal and were sent notices of the meeting.

Mr. Weinrieb pointed out that the handicapped parking in the main parking lot was in the right-of-way and that there appeared to be inadequate lighting in the office area parking lot for safety. Mr. Haight replied that they could address those issues after the proposal was accepted as substantially complete.

Chair Hebert asked if the Board had enough information to determine if the proposal was substantially complete. Mr. Coogan replied that the Board didn't need all the technical details, just enough to begin the review process.

Rick Stern moved to accept the site plan proposal by Pickering-Riverside Marine for expansion of their business on Patterson Lane, LLC lot at 34 Patterson Lane, Tax Map 19, Lot 6 as substantially complete. Ken Latchaw seconded the motion and all, including Chair Hebert voting in favor.

Discussion continued. Newington's Deputy Fire Chief, Darin Sabin stated that they did a recent inspection and determined that the site was now connected to the municipal fire alarm, but they would need to add another sprinkler system if they added a second floor.

Vice-Chair Cross asked about fire truck access. Mr. Sabin they would need to review the type of business and wetlands in TRC to determine if there was a 360 degree turn arounds.

Mr. Welch asked about storage of floats in front of buildings. Mr. Haight replied that storage wouldn't be stacked against building except when being constructed and there would be overhead doors to the sheds Mr. Sabin commented that it appeared that the 360-degree turn would be close to all the buildings.

Mr. Weinrieb asked if they could turn the assembly building 90 degrees to increase storage and room for trucks to turn. Mr. Haight replied that they couldn't because of ledge in the elevation.

Mr. Weinrieb asked why the handicapped space was placed in the right-of-way and Mr. Haight replied that he couldn't put it next to the building and he was trying to utilize existing pavement. Mr. Weinrieb suggested that they consider removing some of the pavement.

Chair Hebert asked if there would use any combustible or toxic materials. Ken Anderson, co-owner of Pickering-Riverside Marine stated that they didn't require the use of special chemicals and would use nothing different than what would be used in a home garage. He added that fuel tanks would be in proper concrete cells if needed and they would be required to obtain a permit from the fire department.

Chair Hebert commented that their Shaftmaster Lane site had been approved for a boat ramp, but now a lot of things had been stored on the site. Mr. Haight replied that

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the Shaftmaster Lane site had previously been approved as a pier and the applicant had moved out of their previous office and manufacturing site on West Road in Portsmouth and were waiting for approval of this site for their storage. Chair Hebert stated that the Shaftmaster site had been approved as a launch ramp, but it appeared that fuel and tanks were being stored there and he wanted it cleaned up and did not want this site to become a mess either. Riverside-Pickering Marine Co-owner, Doug Anderson replied that the waterfront portion was jammed up because waiting for approval of the Patterson Lane site.

Vice-Chair Cross commented that the ten-foot fence was essential to protect the residential area and he was not in favor of putting it on top of a berm. Mr. Haight agreed, but stated that they need to resolve the cost barrier. Chair Hebert responded that he understood the intent of the ZBA approval, but there were other fence alternatives including western cedar.

Mr. Weinrieb asked if the overhead doors would be open during the hot summer days and allowing increased noise in the area. Mr. Haight replied that the doors would be open, but Westinghouse operated 24/7 and the applicants would only be running skill saws, nail guns and fork lifts during daylight business hours. Mr. Coogan read that the site plan standard required that no discernable offsite noises be emitted. Chair Hebert stated that they might need to take some noise levels. Attorney Baum replied that the applicants were building docks in the Industrial Zone and it would be impossible to run a manufacturing business without noise, but he agreed to put the construction as far from the residential area as possible.

Mr. Stern asked what their hours of operation would be and Ken Anderson replied that the dock delivery crews would arrive at 6:30 a.m. and depart at 7 a.m. and then the shop crews would arrive at 7:30 a.m. and leave between 4:30 and 5 p.m., Monday through Thursday, adding Fridays and an occasional Saturday morning during the peak season. He said he and his brother might be in the office on the weekend prepping for Monday.

Chair Hebert asked if they would be using existing utilities and Mr. Haight replied that they would and that they would provide the necessary letters.

Mr. Haight asked when they could present their changes to the TRC and Mr. Coogan replied that they could schedule a TRC on Thursday, April 5, 2018 at 2 p.m. Mr. Weinrieb replied that they could, but the final drainage comps wouldn't be done.

Chair Hebert pointed out that the Board had final jurisdiction over the planner and the TRC, and that they wanted to receive updates two weeks prior to the public hearing so Mr. Weinrieb could review and allow applicant response.

Chair Hebert continued the meeting to Monday, May 14 at Mr. Haight's request.

Vice-Chair commented that Patterson Lane was only 18 feet wide because of the gas utility and wetlands, but he suggested that they consider a 35-foot setback instead of a 45-foot setback and move drainage pond so that the entrance could be widened with crushed gravel to improve the turning radius and walking area. Mr. Weinrieb replied

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that at first the Air Force was only going to patch where they removed their gas line, and then they agreed to reclaim 800 feet, but they might be asked to do a bit more or if Pickering-Riverside Marine could contribute some funds. Mr. Latchaw replied that the Air Force had plenty of funds to improve the road that they had used.

(Mr. Weinrieb left at this point in the meeting at 9:29 p.m.)

III) Other Business:

A) Newington Zoning Ordinance Updates

Mr. Coogan informed the Board that he would insert the recently approved changes to the Zoning Ordinance and he also wanted to update the application forms and fees

B) **Master Plan:** Update on

Vice-Chair Cross informed the Board that the Master Plan subcommittee's point of contact with Rockingham Planning Commission had been changed from Assistant Director, Glen Greenwood to a new planner, Theresa Walker that would continue to work on the vision statement, and objectives and maps. He added that Ms. Walker's expertise also included coming up with business scenarios.

Vice-Chair Cross stated that the subcommittee would work on defining the core goals and principles for development in Newington.

Chair Hebert asked to see what items had been added and what items had been eliminated and asked to see the updated vision statement. Vice-Chair Cross stated that the subcommittee had received drafts from Mr. Greenwood, but had not received the completion of their request.

Chair Hebert commented that he had been critical of the need to update the Master Plan until he began dealing with Eversource and realized that it provided a kind of protection for the Town.

C) **Planning Board Membership:**

This item was included in the agenda in error and no discussion occurred.

IV) Additional Discussions:

Mr. Latchaw asked the Board if they would consider fine tuning definitions for building height again. Chair Hebert replied that he thought the definition already did what the Board expected, but he agreed that it needed more attention for clarity so that

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the Board could get out of the business of discussing exceptions. He said he had talked with Kevin Kelly, the building inspector who liked taking the average height from four sides of a structure, but that definition had gotten them in trouble before.

Minutes: *Chris Cross moved to approve the Minutes for the March 12, 2018 meeting. Ken Latchaw seconded, and all were in favor.*

Adjournment: *Denis Hebert moved to adjourn the meeting. Peter Welch seconded the motion and the meeting adjourned at 9:44 p.m.*

Next Meeting: Monday, April 9, 2018

**Respectfully
Submitted by:** Jane K. Kendall, Recording Secretary

These Minutes were approved and adopted at the May 14, 2018 Planning Board Meeting.