

**Town of Fitzwilliam
Planning Board
Meeting Minutes
December 4, 2018**

Member's Present: Suzanne Gray, Chairman; Paul Haynes, Vice Chair; Robin Peard Blais, Secretary; Ross Tourigny; Matt Buonomano; Terry Silverman, Members; and Charlie Kenison, Selectman's Representative.

Member's Not Present: Alternates Karen Craig and Barbara Young.

Others Present: Robin Crowe, applicant; Heather Peterson, Realtor for the Owners; and Laurie Hayward, Land Use Administrative Assistant (LUA).

Call to Order: The Chair Called the meeting to order at 7:00 PM.

Public Hearing: 7:00 PM. The Chair opened the Public Hearing Continuance for the Robin Crowe application for Site Plan Review regarding the request to be permitted to use the commercial building on the property currently owned by Ralph and Helen Niemela at 705 NH Route 12 South, Tax Map 8, Lot 46, in the Rural District, for a business related to creating and selling ceramic works and where elements of the proposed business may involve a studio/workshop, a retail store, making various crafts, and teaching others to create ceramic works and other crafts.

Robin Crowe stepped forward and the Chair opened with a discussion about the Board's concern for public health and safety. She explained that Crowe had previously indicated she would have inspections performed at the property she proposes to purchase. The Chair noted that copies of the reports were just received today and that Board Members had the copies of inspection reports in their folders. The Chair began with the Septic Inspection. The Chair also noted that there was an email from Carol Ann Rocheleau, Fitzwilliam Health Officer, notifying the Town that the septic system on the property in question had failed. Tourigny asked Crowe what her plans are in light of the failed septic system. Crowe stated that she is working with the Niemelas on a plan to have them have the septic system replaced. Heather Peterson, the realtor, stated that Tim Goddard, the Niemelas' grandson, will bring someone in to do the perc tests and have a septic system designed that would handle sewage from both the dwelling and the commercial building.

The Chair asked Crowe for clarification regarding her plan and whether she intends to go forward. Crowe stated that she intends to go forward. The Chair asked Board members for any questions

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that they might have on the building inspection. Tourigny commented that his initial review left him with a couple of questions. He asked Crowe for confirmation that her plan is to have the septic system designed and go through the process to get state approval of the design and then have it installed. Crowe replied “yes”. Tourigny asked if Crowe has a checklist for the commercial building itself. Crowe said she does. Crowe stated that first on her list is to have an electrician take out what she doesn’t need. She wants to make sure that anything she needs is functioning and anything she doesn’t need is removed.

Tourigny stated that he saw some life safety issues that need to be addressed and he would like to take some time to develop a list and those issues would need to be corrected before the Planning Board could give final approval. Tourigny stated that he would like the time to review the inspection reports that were just received today. Kenison mentioned that he had a concern regarding the grounding of electrical systems. The Chair asked the Board whether they would like to continue to next meeting, December 18, 2018. Blais suggested that members make a list of concerns and email their list to the LUA and she can compile the list. **Silverman moved that the Public Hearing be continued to the meeting December 18, 2018 at 7:00 PM; Tourigny seconded the motion and it was voted unanimously to be continued.**

Crowe and Peterson left at 7:21 PM

Old Business: Prime Wetlands.

- Blais read a statement regarding the Prime Wetlands.
- Blais and Silverman attended a DES Public Hearing the previous day. Silverman said that the approach under consideration would cut back protections and undermine towns’ ability to protect wetlands.
- The Chair read from a DES Newsletter that emphasized that the purpose of the changes was to make it easier and faster to get approvals for various activities within wetland and shoreland areas. The letter also noted that proposed rules may take away some local oversight including that of the Conservation Commission and Planning Board.
- Kenison asked about Susan Silverman’s status on the Prime Wetlands Sub-committee. It was agreed Mrs. Silverman’s status should be clarified.
- Blais will call Paul Kotila to ask regarding replacing Brackett as Conservation Commission Representative on the Planning Board Prime Wetlands Subcommittee.
- Tourigny spoke and asked Blais if she could provide a copy of the statement that she made at the beginning of the discussion.
- There was general agreement that there needs to be an effort to educate people on the value of wetlands to the town.

Minutes: Meeting of November 6, 2018.

- The minutes were reviewed and changes discussed.

The Chair moved the minutes be approved as amended; Haynes seconded and it was voted to approve as amended with one abstention because the member was not at the meeting.

New Business:

- There was a discussion regarding the length and detail to the minutes.
- Members wanted just a few bullet points and no detail.
- The LUA spoke about the importance of detail when taking the minutes of a Public Hearing. She stated that it needs to be very clear how and why the Planning Board makes its decisions.
- Board Members agreed that all but, the Public Hearings should be just in bullet points.

Work Session: Rules of Procedure.

- Silverman asked that the Rules be tabled. He stated he thought the move to make changes was moving too fast.
- The Chair pointed out that these are items the Board had already discussed and some time ago.

There was a vote to table the Rules of Procedure with 2 against, 1 abstention, and 4 in favor of tabling changes.

Correspondence/Announcements:

- NextEra has asked to speak at the meeting scheduled for Tuesday, January 15, 2018.
- As the first Tuesday in January is New Year's Day, the Chair suggests that the Board meet the next Tuesday as long as the Zoning Board of Adjustment is not holding a meeting that day; if they are, then the meeting will be held on Monday, January 7th. It was agreed to change the meeting to January 8th as long as ZBA does not hold their regular meeting that day and the 7th if they do.

There being no additional business to conduct, the meeting was adjourned at 8:40 PM. The next meeting is scheduled for December 18, 2018.

Respectfully Submitted,

Laurie Hayward
Land Use Administrative Assistant