

**TOWN OF BARTLETT PLANNING BOARD
WORK SESSION**

January 17, 2023

Members Present: David L. Patch; Scott Grant; David Shedd; Michael Galante; Joe Heuston.

Members Absent: Gus Vincent; Kevin Bennett (with notice).

Others Present: Joe Berry, Sheila Duane, and Alec Tarberry all from AMSCO; Burr Phillips of Civil Solutions; Jim Wilson.

1. Pledge of Allegiance: Chairman Scott Grant opened the meeting at 6:00 pm, led all present in the Pledge of Allegiance, and reviewed items on the agenda.

2. Conceptual Meeting with AMSCO for Block G at Stillings Grant: The Chairman gave a short outline of the history of Block G from when it was originally before the board for the benefit of members who were not on the board at the time. He then invited Sheila Duane to speak. Burr Phillips also participated. Ms. Duane provided a document which summarized several issues raised by Civil Solutions in an engineering review dated July 13, 2017. The summary also documented the steps taken by the applicant's engineer, Mark Lucy of Horizons Engineering, to address these issues. This July 2017 review corresponded with the time work on Block G was basically put on-hold in order to concentrate on the development of Block F. Mr. Phillips said the plans he reviewed at that time were about 80%-90% complete, but were not 100% final drawings; however, were complete-enough for the planning board to grant several road waivers. Ms. Duane said the meeting tonight was to give a preliminary update on AMSCO's plans to develop Block G before they submitted a formal application. Ms. Duane provided a written meeting outline, as well as a colored map identifying the different blocks in the entire Stillings Grant development which the board found very helpful. The outline stated the Block G plans will be updated to include the items outlined in Civil Solutions' July 2017 review as follows: Add Block F road and lot configuration; include the new phased plan; show a cul-de-sac/hammerhead at the looped intersection at Phase 1 of Block G; and show the location of the 120,000 gallon water tank. Ms. Duane said this tank had been ordered and was due to arrive in late spring.

Ms. Duane advised it was proposed to develop Block G in a phased approach, as opposed to developing the entire 40 lots all at once. This raised questions from some members, since no other blocks had been subdivided into portions. When David Shedd asked whether AMSCO would be asking for approval for just a portion of Block G, Ms. Duane said yes. Mr. Shedd asked whether these lots will be sold before the rest of Block G was approved. Ms. Duane again said yes. Burr Phillips said a road bond would be required before approval was granted for any part of Block G, and before any lots were sold. He said this would ensure the entire road got built and would cover the town in the unlikely event something unforeseen happened in the future. David Shedd noted that the road is under the purview of the selectmen, while the waterline and tank would be the responsibility of the planning board. He asked whether AMSCO would be willing to post a combined waterline and road bond. Burr Phillips said he thought the Block F bond combined both the road and waterline. When David Shedd said he was not sure it was, Ms. Duane said she would look into the bond and asked if she could answer that question at the public hearing when the application was submitted. Mr. Shedd said yes. David Patch said he would be willing to vote to approve Block G in phases so long as a bond covering both the road and the waterline was provided. Mr. Shedd mentioned how Block F was delayed a little bit due to state approval of the water system expansion. He said there were two different programs identified as 405 and 406, whereby domestic water was dealt with under 405, and 406 dealt with fire

protection. He suggested Ms. Duane and AMSCO familiarize themselves with both. Ms. Duane said the delay with Block F was because their engineer wasn't timely in getting things designed and submitted to the state. She said this time, they were working with an experienced water engineer through Horizons Engineering, so she expected things to run more smoothly. When David Shedd added, "And to improve approval for the fire protection" to Ms. Duane's comment, she indicated she had made a note to make sure the engineer was aware of the state's 405 and 406 programs.

The Chairman asked if the board had any questions. Joe Heuston asked whether the water process will begin in the first phase of Block G. Ms. Duane said yes, which is why the storage tank had been ordered now. She explained her understanding of the first phase was that the water line will come down from the tank and go through Block G in order to service Block F and the first phase of Block G. She said the limit of Block G's first phase had not been determined yet, though that would not prevent the line from going in. David Shedd expressed concern regarding terrain issues such as elevations, depth of fill, and culverts in the area of an approximate 30-ft hollow or gully near the end of Block F. He said the area would need to be filled-in before construction of Block G commenced, and asked whether on-site construction material would be used to do that. Burr Phillips discussed the situation with Mr. Shedd, saying it would need to be leveled and excavated material would be stockpiled in the area and protected with a silt fence until it came time to use it. The Chairman agreed with storing it and said he would not like to see excavated material being hauled all over the site. Mr. Shedd had questions regarding access to the driveways if the area was leveled out, but Mr. Phillips did not feel they would be affected.

Mr. Shedd asked whether Block G would be developed in more than two phases, or just the two mentioned tonight. Sheila Duane said it had not been decided yet whether there would be two phases or three, but they should know when they came back in. He then asked where the first phase of Block G would end. Ms. Duane said nothing was concrete, but there had been a random discussion about going from G40 up to G35, which would also include across the street from G1 to G5. Mr. Shedd noted it appeared those lots did not cross the gully. When the Chairman mentioned items such as culverts, the water tank, and filling over the pipe at an appropriate level, Ms. Duane said there was still engineering to be done before all the board's questions could be answered.

Jim Wilson spoke from the audience and asked questions similar to what Mr. Shedd had posed. He indicated a deeded driveway shown on the plan and made a suggestion that it be expanded to provide a driveable surface up to the pump house. Mr. Berry thought that may be a good idea. Mr. Wilson took one of the colored plans with him. Ms. Duane said they would submit a formal application for Block G when engineering was complete. The Chairman thanked AMSCO for coming in.

3. Review and Approve Minutes: The board reviewed the minutes of the December 5, 2023 meeting. Joe Heuston corrected a comment on page 1, Item 2, second paragraph, by saying that he did not own a short-term rental. The reference will be deleted. Motion to approve the December 5 minutes, as amended, made by Mike Galante; seconded by David Patch. Vote: All in favor.

4. Mail and Other Business:

- The board briefly reviewed an application for a two-lot subdivision and 2-unit PUD being proposed on River Street by Mark Mudgett. The application will be formally presented at the February public hearing. No major concerns were identified.

There being no other business, the Chairman called for a motion to adjourn. Motion made by David Shedd; seconded by Joe Heuston. Vote: All in favor. The meeting adjourned at 6:58 pm.

Respectfully submitted,
Barbara Bush
Recording Secretary