

TOWN OF HOLDERNESS
Planning Board Meeting Minutes: April 20, 2021

A. Francesco called the meeting held via Zoom to order at 6:30PM.

A. Francesco stated the meeting was being held under Emergency Order 12 issued by the Governor of New Hampshire pursuant to Executive Order 2020-04 and RSA 91A that authorizes the Holderness Planning Board to hold the Public Hearing remotely via Zoom.

ROLL CALL OF MEMBERS:

Members Present: Angi Francesco, Vice Chairman Janet Cocchiaro, Alternate

Carl Lehner, Member Ronald Huntoon, Member Peter Francesco, Ex-Officio

Members Not Present: Louis Pare, Member

Staff Present: N. Decoteau, Landuse Board Assistant

Others Present:

A. Levin	B. Falby	A. Falby	A. Grady	M. Brooks	R. Lovett
A. Lovett	A. Shuffleton	B. Nesheim	B. Maloney	B. Gehris	A. Haskel
C. Banaszck	C. Cyr	D. Hopper	G. Fabian	J. Keown	R. Larochelle
J. Casey	K. Weymouth	N. Isikoff	R. Champlin	S. Rothschild	Margi Bogdanow
S. Cohen	T. LeMenager	W. Davis	C. O'Leary	K. Frank	Michael Bogdanow

A. Francesco recognized J. Cocchiaro as a voting member in place of former member D. Bunnell and acknowledged a quorum was present as five voting members were logged in for the Zoom meeting.

APPROVAL OF MINUTES:

MOTION: "To approve the minutes of March 16, 2021 as amended."

Motion: P. Francesco

Second: R. Huntoon

Discussion: C. Lehner and P. Francesco stated the following corrections should be made:

- Page 1: 4th bullet under Ground Mounted Solar Collection Systems: "systems and that are" delete "and"
- Page 2: delete "and" again in 4th bullet under Ground Mounted Solar Collection Systems
- Throughout document refer to "Village Area in the Commercial District" which reflects language in the Zoning Ordinance.

Motion Passed: 5 – Yes 0 - No

A. Francesco stated the following application was withdrawn but is expected to reapply to be on the May Agenda.

Case #21-04-01: Application submitted by Surveyor Alan Barnard and Attorney Regina A. Nadeau as agents for property owners George W. Howard III and Austine R. Howard for a Subdivision on property identified as Tax Map 246-034-000 and 247-064-000 located on Lane Road and Coxboro Road in the Rural Residential and General Residential Districts.

A. Francesco introduced the following application and opened the Public Hearing at 6:45pm:

Case #21-04-02: Site Plan Review Application submitted by Michael O'Leary, agent for Betsy's Park, for use as Lodging, Motels & Rental Cottages and a Recreation Facility-Public on property Betsy's Park owns identified as Tax Map 246-011-000 located at 10 McHugh Lane in the General Residential District.

M. O'Leary made a presentation which included the following information:

- Betsy's Park is a 501C3 established in July of 2019.
- Purchased former White Oak Motel and Cottages property which had 25 rental units (1 mobile home, an 8-unit motel and 16 rental cottages) and a main residence.
- Proposal is for 4 cabins, the main house and the motel structure
- Plan is to relocate one of the kitchens from a cottage to a room in the motel structure

- 7 cottages have already been removed from the property
- Only the 4 cottages located “up front” have been used since October 2019
- One cottage will serve as a warming hut and bathroom facilities
- Park will include walking areas, picnic area, reflection area and a beach area.
- Water runoff and drainage will be improved to reduce the amount of water running into the pond
- State of NH is in the process of permitting the public beach on private property
- The gate will be closed at dusk in the summertime

C. Lehner asked what was plan for the large piles of dirt on the property.

M. O’Leary stated the dirt piles will be used for landscaping berm/plantings along the front of the property as it will be redone to be aesthetically pleasing.

P. Francesco noted the memorial area is located within the 50ft. setback from White Oak Pond and a Variance will be necessary to place any structures there.

M. O’Leary stated that the memorial area will consist of landscaping –stonework.

J. Cocchiaro asked if the current septic system will be enough to cover the use of the public restrooms.

M. O’Leary stated they will be doing a septic loading to verify that the septic system can handle the load.

J. Cocchiaro asked if there is a plan to prevent the overuse of the property on any given day.

M. O’Leary stated the limited available parking on site will control the number of people using the site.

M. O’Leary stated that no parking is allowed on US Rt. 3 along the site.

R. Uhler asked if there will be swimming allowed at the beach and if there will be a raft.

M. O’Leary stated it is not the intent of the park to become the public beach but swimming will be allowed.

M. O’Leary stated that the raft may not be put out next summer.

R. Uhler asked how the cottages and motel room lodging will be used.

M. O’Leary stated the premise of the park is to benefit the local community so the cottages will be used to assist local non-profits to provide housing for their volunteers.

R. Uhler asked if the motel rooms have facilities for cooking and refrigerators.

M. O’Leary stated one of the motel rooms will have cooking facilities.

N. Isikoff asked if the O’Leary’s would be interested in being a part of the Lake Smart Program to be a leader in demonstrating best practices with regard to development of waterfront parcels.

M. O’Leary stated he will look into the program.

MOTION: “To accept the application for Case# 21-04-02 Betsy’s Park as complete.”

Motion: R. Huntoon

Second: J. Cocchiaro

Discussion: Plan used: Betsy’s Park 10 McHugh Lane Tax Map 246 Lot# 11 dated 10-28-2020

Motion Passed: 5 – Yes 0 - No

A. Francesco asked if there were any further questions/comments.

A. Francesco closed the Public Hearing at 7:05pm.

MOTION: “To approve the application for Case# 21-04-02 Betsy’s Park as presented.”

Motion: R. Huntoon

Second: P. Francesco

Discussion: Plan used: Betsy’s Park 10 McHugh Lane Tax Map 246 Lot# 11 dated 10-28-2020

Motion Passed: 5 – Yes 0 - No

A. Francesco introduced **Case #21-04-03 and Case #21-04-04** and opened the Public Hearing at 7:10pm for the purpose of considering both applications as they are interconnected.

Case #21-04-03: Site Plan Review Application submitted by Walter Schaeffler, CFO of Holderness School, for improvements to the Nordic ski trail and construction of a new athletic field with preparations made for additional athletic fields in the future. Improvements to the Nordic ski trail include widening and snowmaking capability with a new three-million-gallon pond. The property is identified as Tax Map 225-050-000, 225-051-000 and 225-052-000 located at 19 Mount Prospect Road in the General Residential and Rural Residential Districts.

Case #21-04-04: Site Plan Review Application submitted by Walter Schaeffler, CFO of Holderness School, to replace the synthetic turf surface at an existing athletic field and install sports lighting and lighting for the Nordic trail on property identified as Tax Map 225-050-000 located at 19 Mount Prospect Road in the General Residential District.

The following plans were used as reference for the projects:

1. Holderness School Cross Country Ski Trail Improvements dated March 2021 designed by Horizons Engineering
2. Holderness School Cross Country Snow System Pump and Compressor Building dated Dec 22, 2020 designed by HKD Snowmakers
3. Holderness School Proposed Snow Making Pump House conceptual elevations dated March 31, 2021 designed by the Turner Group
4. Holderness School Mildred Athletic Fields project dated March 2021 designed by Clark Companies (new fields)
5. Holderness School Athletic Field dated March 2021 designed by Clark Companies (turf replacement & lighting)

T. LeMenager made a presentation that included the following information:

- The projects are athletic improvements and is not an effort to increase the number of students
- The projects break into three major efforts: 1) Improving Nordic Ski Trails, 2) construction of new fields and 3) turf replacement and lighting upgrade on an existing field.
- The Nordic Ski Trail improvements include snowmaking ability and the creation of a pond to use as the water source for the snowmaking.
- The NH Alteration of Terrain permit will cover the digging of the pond area and using the material removed in the construction of the new athletic fields.
- Nordic trail project will add a small number of new trails to the existing network of trails and to widen some of the trails – to qualify Holderness School to host NCAA races and standardize the Holderness Nordic trails with others in the country.
- Snowmaking will be added to some of the trails
- Lighting will be added to a small portion of the Nordic trails
- The new field project will include a parking area and walking paths
- In the future two more fields will be added.
- The existing turf field will have the turf surface replaced and lighting will be added to that field.
- Currently Holderness School rents portable lights to facilitate evening practices.

W. Davis of Horizons Engineering added the following information focusing on the Nordic trail improvements:

- the trail system was identified on the plan - existing, new and those to be widened
- wetland areas and culverts were identified
- a wetland impact permit has been submitted to the State
- 4,000 sq. ft. impact area for the construction of the pond
- small pump house to be located near the pond
- access provided via existing drive off Mt. Prospect Road

- Alteration of Terrain Permit (AoT) has been submitted to the State

R. Huntoon asked how much material will be excavated for the pond and what will be done with the material.

W. Davis stated approximately 40,000 cubic yards of material will be excavated and much of the material will be used as the subbase fill material for the new fields.

C. Lehner asked what percentage of the Nordic trails will have snowmaking added

T. LeMenager stated approximately 2.8km of the trail system will have snowmaking added – less than 10% of trails

T. LeMenager stated the intent is not to be producing snow continuously throughout the season but rather to supplement at the beginning and tail end of the season.

J. Cocchiaro asked what measures are planned to address the snow melt off in the spring.

W. Davis stated storm water filter controls, berms, ditching and diversions are included in the plan.

B. Nesheim asked if consideration has been given to allowing the Holderness Fire Department access to the snow making pond to use as a source of water.

T. LeMenager agreed to talk with E. Mardin, Fire Chief, regarding access to the pond – although the current plan would not allow vehicles the size of a fire truck adequate access.

W. Davis stated that the Holderness Fire Department does use the “frog pond” on campus as a source of water.

A. Francesco asked about the level of noise generated by the snowmaking and the hours of operation.

T. LeMenager the location of the pump house is intentionally located away from residential areas and school dorms and the building is designed to mitigate some of the noise as well.

T. LeMenager stated the system uses electricity as a power source.

R. Champlin of Clark Companies provided the following information regarding the Mildred Fields:

- Existing access drive will be utilized
- A small gravel parking area will be added
- Site work – stump removal, topsoil will be shaped and graded in preparation for the fill to be added
- The new field will have a synthetic turf surface
- The future fields will likely be a natural grass soccer field and softball field

C. Lehner asked if there is a berm on the plan.

R. Champlin stated excess material from the pond site will be used to create a berm to buffer the view on the fields/parking area from Mt. Prospect Road.

A. Francesco asked if the boats and other items currently stored at the site will be relocated.

T. LeMenager stated the items will not remain on site.

P. Francesco requested consideration be given to the residents that live on Mt. Prospect during the construction phase with regard to the use of the town road.

MOTION: “To accept the application for Case# 21-04-03 as complete.”

Motion: R. Huntoon

Second: P. Francesco

Discussion: None

Motion Passed: 5 – Yes 0 - No

A. Francesco asked if there were any further questions/comments.

A. Francesco stated any approval for Case# 21-04-03 should include obtaining the AoT permit from the state.

A. Francesco acknowledged T. LeMenager made a note to communicate with both the Road Agent and the Fire Chief regarding the project.

J. Cocchiaro stated her desire for the Fire Department to be able to access the snowmaking pond if there is any possible way for that to be accomplished.

MOTION: “To approve the application for Case# 21-04-03 with the condition that the State of NH grant the Alteration of Terrain Permit and the request that T. LeMenager discuss with Fire Chief, E. Mardin, the possibility of using the snowmaking pond as a water source for the Fire Department.”

Motion: A. Francesco

Second: C. Lehner

Discussion: Plans used:

1. Holderness School Cross Country Ski Trail Improvements dated March 2021 designed by Horizons Engineering
2. Holderness School Cross Country Snow System Pump and Compressor Building dated Dec 22, 2020 designed by HKD Snowmakers
3. Holderness School Proposed Snow Making Pump House conceptual elevations dated March 31, 2021 designed by the Turner Group
4. Holderness School Mildred Athletic Fields project dated March 2021 designed by Clark Companies (new fields)
5. Holderness School Athletic Field dated March 2021 designed by Clark Companies (turf replacement & lighting)

Motion Passed: 5 – Yes 0 - No

Discussion shifted focus to items specific to Case # 21-04-04 with T. LeMenager providing the following information:

- Holderness School currently rents portable inadequate lights to use at the athletic field
- Four light poles using LED lighting are proposed
- Lighting has improved greatly in recent years - now lighting can be more directly focus with less spill over

A. Grady, Musco Lighting, provided the following information with regard to lighting:

- The project being proposed will be much like the new lights installed at the Plymouth State University field
- A brief overview of the improvement in outdoor lighting from 1977 to present
- Lighting today has much improved lighting with more focus and less light pollution created
- Fixture minimizes light spillage upward and to the sides
- Lighting is directed to within .2 degrees of accuracy
- The impact of pole height upon the amount of spill light created
- Four 80ft. high poles with nine fixtures per pole are being proposed – with two poles on the backside facing the Nordic ski trail area will have an additional 3 fixtures each to illuminate the trail area.
- Playing surface of field will have a 50 fc level (urban parking lots are lit at 5 fc)
- Lighting is designed for illumination of the playing field with very little light spilling over to areas around the field – to include little spillage to homes and NH Rt. 175
- Lighting will have the ability to be dimmed

C. Lehner asked what happens when balls used on the field go above the lighting.

T. LeMenager stated most of the sports played on the field are not considered “aerial sports” such as football, baseball and softball – and hence there will be little concern for balls going higher than 80ft.

J. Cocchiaro asked when the lights will be used.

T. LeMenager stated aside from special events (such as Relay for Life) in terms of day to day operations the field use is projected to end around 7:00pm as students are required to be in their rooms between 9:00 – 11:00pm.

T. LeMenager reviewed the replacement of the turf on the existing field and provided the following information:

- Life span of a turf field installed in 2005 is 10 – 12 years.
- Holderness School got 16 years of use from the field because of less frequent use of the field, snow covers the field for a portion of the year and the field is not used as a revenue source for Holderness School.
- Holderness School is replacing the turf before the field becomes unsafe for use and drainage performs poorly

MOTION: “To accept the application for Case# 21-04-04 for as complete.”

Motion: P. Francesco

Second: C. Lehner

Discussion: None

Motion Passed: 5 – Yes 0 - No

A. Francesco asked if there were any further comments/concerns.

A. Francesco closed the Public Hearing for Case # 21-04-03 and Case# 21-04-04 at 8:25PM

MOTION: “To approve the application for Case# 21-04-04 as presented.”

Motion: R. Huntoon

Second: J. Cocchiaro

Discussion: Plans used:

1. Holderness School Cross Country Ski Trail Improvements dated March 2021 designed by Horizons Engineering
2. Holderness School Cross Country Snow System Pump and Compressor Building dated Dec 22, 2020 designed by HKD Snowmakers
3. Holderness School Proposed Snow Making Pump House conceptual elevations dated March 31, 2021 designed by the Turner Group
4. Holderness School Mildred Athletic Fields project dated March 2021 designed by Clark Companies (new fields)
5. Holderness School Athletic Field dated March 2021 designed by Clark Companies (turf replacement & lighting)

Motion Passed: 5 – Yes 0 - No

OTHER BUSINESS:

C. Lehner stated concerns from abutters/board members raised regarding Case# 21-04-01 should be forwarded to the applicant in an effort to allow the applicant to come prepared to the next meeting.

B. Falby stated some concerns relative to Case# 21-04-01.

A. Francesco stated if/when the application is submitted for consideration at the May meeting – the concerns/comments regarding the subdivision will be addressed at that time.

B. Falby asked why the application for Case#21-04-01 was withdrawn.

A. Francesco stated the letter withdrawing the application indicated there was some concern regarding abutter notification and that they expect to submit a new application for consideration at the May meeting.

M. Brooks stated she did not receive Certified Notice of the application for Case# 21-04-01 as she is one of two owners of an abutting parcel.

A. Francesco stated an “acting secretary” will be needed to sign documents.

C. Lehner agreed to serve as “acting secretary” until officers are elected.

A. Francesco stated a Chairperson, Vice-Chairperson and Secretary will need to be elected by the Planning Board at the May meeting – and instructed members to let P. Francesco know if they are interested in serving in one of those positions.

A. Francesco asked Board members to be prepared to discuss changing the time Planning Board meetings are held.

ADJOURNMENT:

At 8:45pm the following motion was made:

MOTION: “To adjourn.”

Motion: R. Huntoon

Second: P. Francesco

Discussion: None

Motion Passes: 5 – Yes 0 - No

Respectfully submitted,
Nancy Decoteau, Land Use Boards Assistant