

**UNAPPROVED MINUTES**  
**Town of Auburn**  
**Planning Board**  
**PUBLIC HEARING**  
**August 2, 2017**

**Present:** Ron Poltak, Chairman. Steve Grillo, Vice-Chairman. Michael Rolfe & Jeff Porter, Members. Paula Marzloff & Jess Edwards, Alternates. Minutes recorded by Denise Royce. Dale Phillips, Selectmen's Representative.

**Absent:** Tom LaCroix, Alternate.

Mr. Poltak called the meeting to order at 7:00 p.m. and asked the Board members to introduce themselves to everyone present. First off, Mr. Poltak moved on to the acceptance of the minutes for June 7<sup>th</sup>, 2017.

**MINUTES**

**Mr. Porter moved to approve the minutes for June 21<sup>st</sup>, 2017 as written, Mrs. Phillips seconded the motion. A vote was taken; all were in favor, the motion passed.**

**GENERAL BUSINESS**

**Rick Eaton**  
**Weathersfield Subdivision**  
**Acceptance of Winchester Way**

Mr. Poltak began by saying that, the first thing on the agenda was a request regarding the Weathersfield Subdivision for the acceptance of Winchester Way. Mr. Poltak explained the letter from Stantec explaining that the amount of the maintenance surety must be 2% of the total estimated surety of \$933,231.90. There was an attachment to the letter pursuant to that. Mr. Poltak went on to read the letter as follows: "We recommend that the current surety be reduced to \$18,664.64 for the remainder of the 2-year maintenance surety period, which will be completed on May 24, 2019.

At this time, Mr. Poltak turned to the Board for questions and informed the Board that Mr. Eaton was present tonight. The Board did not have any questions. Mr. Poltak asked Mr. Grillo to make a motion.

**Mr. Grillo made a motion to reduce the surety for the Weathersfield Subdivision, for Winchester Way from \$933,231.90 to \$18,664.64 for the remainder of the 2-year maintenance surety period. Mr. Porter seconded the motion. A vote was taken; all were in favor, the motion passed.**

**Mr. Grillo made a motion to recommend to the BOS to accept Winchester Way from station 0+00 to 23+53. Mrs. Phillips seconded the motion. A vote was taken; all were in favor, the motion passed.**

Mr. Eaton asked Ms. Royce to prepare this for the Selectmen to meet on Monday. Ms. Royce informed Mr. Eaton that it would be done tomorrow.

**Mt. Miner Subdivision  
Phase I and II Request Surety Reduction  
From \$98,241.00 to \$68,162.60**

Mr. Poltak read a letter from Stantec dated June 19, 2017 to the Board members regarding the above referenced request for surety reduction. The letter from Stantec recommends that the existing surety in the amount of \$98,241.00 for Phase I and Phase II be reduced to \$68,162.60 for the remaining roadway work that is to be completed in those two phases.

At this time, Mr. Poltak asked the Board for a motion.

**Mr. Grillo made a motion to reduce the surety for Mt. Miner Subdivision, Phase I and Phase II from \$98,241.00 to \$68,162.60. Mr. Porter seconded the motion. A vote was taken; all were in favor, the motion passed.**

**PUBLIC HEARING**

**North American Upfitters  
6 Sutton Circle, Tax Map 6, Lot 18-6  
Discuss Minor Site Plan Review**

Mr. Michael Dunican began by explaining the location of the property which can only be accessed through Hooksett and stated that they build aerial bucket trucks. Mr. Dunican went on to say that they are working on propane vehicles and when a propane vehicle has a leak and needs to be repaired they would come to them and they would drain off the propane and hit it with water. Mr. Dunican went into further detail with the Board members and went through the process of repairing propane vehicles that have leaks.

Mr. Dunican added that they recently sold their company to a company called "Utility One Source" and they've gotten that much bigger. Mr. Dunican explained that the Fire Marshall came down and loved it and indicated that it would be used by everyone in the

state because there is nothing like it in the state right now. Mr. Dunican held up a photo of what the tank would look like. Mr. Dunican also informed the Board that Mrs. Rouleau-Cote and the Auburn Fire Inspector also came down to inspect it. Mr. Dunican further pointed out the location of the existing building and that there was no building on the other property they have. Mr. Dunican did point out the location that they would like to have the proposed tanks located which would not alter any future development. Mr. Dunican also stated that there were bleed offs and safety valves and that there was water available. Mr. Dunican commented that the Fire Marshall did have him add a burnoff stack in case something were to happen so they could burn it off. There was also an emergency panic button that shuts the whole station down too. Mr. Poltak believed that with regard to the building standpoint that they had things covered. Mr. Poltak asked if they had a copy of their site plan. Mr. Poltak asked if they had amended their site plan to show this location on it. Mr. Dunican believed that the electrician had filed it.

Mr. Poltak explained that, what the Board would be looking for is an amended site plan from what was previously approved to show this operation on it for future record. A brief discussion ensued with what the Board would be looking to obtain from the applicant. Mr. Poltak reiterated that, what the Board would be looking for is to give the Board a professional done drawing with dimensions and no cross outs that gives them exactly what they are going to approve for their record.

In conclusion, Mr. Poltak stated that, he could not speak for the Board members but that he did not have a problem with what they were proposing to do and with the appropriate approvals from Fire and whatnot and a final site plan and they can approve. Mr. Dunican understood what he would need and would contact Ms. Royce tomorrow. Mr. Rolfe added that they could come back to the next Planning Board meeting on the 16<sup>th</sup> and all they would have to do is obtain letters from the Fire Marshall and the Auburn Fire Inspector and the revised site plan and they could move forward. Mrs. Marzloff explained to Mr. Dunican that by doing this that if something comes up later that they would be covered. Mr. Dunican agreed and stated that he would see them on the 16<sup>th</sup>.

**Mr. Grillo moved to continue the Public Hearing until Wednesday, August 16<sup>th</sup>. Mr. Porter seconded the motion. A vote was taken; all were in favor, the motion passed.**

## **OTHER**

### **Town of Auburn Notice of Voluntary Merger**

Mr. Poltak moved on to the last item on the agenda which has been approved by the three (3) Selectmen and signed off on pertaining to a Notice of Voluntary Merger of existing lots associated with town owned property known as Wayne Eddows Field. Mr. Poltak asked Mrs. Phillips to give a little explanation of what they were looking to do.

Mrs. Phillips explained that they've been out there and that the three (3) pieces are currently already being used by the field.

Mr. Poltak asked the Board members if there was any discussion. Mr. Grillo asked what the motion would be if it has already been approved. Mr. Poltak stated that the Board has to accept the Notice of Voluntary Merger for the three (3) lots being merged.

**Mr. Grillo made a motion to accept the Notice of Voluntary Merger for the three (3) lots being merged as Tax Map 1, Lots 36, 36-1 & 36-28. Mrs. Phillips seconded the motion. A vote was taken; all were in favor, the motion passed.**

## **ADJOURN**

Mr. Poltak wanted to inform the Board members that the agenda for Wednesday, August 16<sup>th</sup> was going to be very extensive and when they receive a letter regarding surety that he would like to see it forwarded to the Board members as well because he would like everyone to get all the information they needed prior to the meeting on August 16<sup>th</sup> so that the Board will have everything they needed.

At this time, Mr. Poltak asked for a motion to adjourn.

**Mr. Porter moved to adjourn the Hearing. Mr. Grillo seconded the motion. All were in favor, the motion passed unanimously and the meeting stood adjourned at 7:49p.m.**

***The next Planning Board meeting will be held on Wednesday, August 16<sup>th</sup>, 2017 at 7:00 p.m. at the Town Hall, 47 Chester Road unless otherwise noted.***