

**UNAPPROVED MINUTES**  
**Town of Auburn**  
**Planning Board**  
**PUBLIC HEARING**  
**September 21, 2022**

**Present:** Ron Poltak, Chairman. Jeff Porter, Vice-Chairman. Jill Dross & Michael O'Callaghan, Members. Paula Marzloff, Alternate Member. Michael Rolfe, Selectmen's Representative. Minutes prepared by Denise Royce.

**Also Present:** No one else was present tonight.

**Absent:** Jess Edwards, Alternate Member.

The meeting was being held at the Town Hall. Mr. Poltak called the meeting to order at 7:03pm and moved on to the first item on the agenda and noted that no one was present. Ms. Royce read a note from the Building Inspector stating that, what she would like the Board to read the campgrounds proposal which was on the second page of the package. Mrs. Rouleau-Cote would like the town to acknowledge the two (2) new sites and that the new location abuts Maverick Drive.

Mr. Poltak moved on to approval of the minutes of the last meeting of August 17<sup>th</sup>.

**MINUTES**

**Mr. Porter moved to approve the minutes for August 17<sup>th</sup>, 2022, as written. Ms. Dross seconded the motion. A vote was taken, and all were in favor and the motion passed.**

Mr. Poltak wanted to collect in his mind where he wanted to go with this discussion of amendments to our ordinances which would end up on the ballot at town meeting in March. Mr. Poltak wanted to discuss the letter received by Town Counsel dated August 23, 2022. The letter talks about HB 1021 which became effective July 1, 2022 and HB 1661 which impacts how municipal land use boards conduct business. Mr. Poltak went through each of the following HB 1661 with the Board members. The HB 1661 is as follows:

- Section 70: Training – Effective August 23, 2022
- Section 71: Publication of Fees – Effective August 23, 2022
- Section 72: Incentives – Becomes Mandatory July 1, 2023
- Section 73: Written Findings – Effective August 23, 2022
- Section 74: ZBA Timeline – Effective August 23, 2022
- Section 75: Planning Board Timeline – Effective January 1, 2023

- Section 76: 90-Day Extension Eliminated – Effective August 23, 2022
- Section 77: Fee Shifting & Bond – Effective August 23, 2022
- Section 78: Acquiring Property for Workforce Housing – Effective August 23, 2022
- Section 79: TIF Districts for Housing – Effective August 23, 2022

Mr. Poltak went on to talk about the Ground Water Protection Ordinance which has been moving along and how it ties into the budget. Mr. Poltak also pointed out that he believes that we will need some legal help with statutory changes in which the line item would have to be amended. Mr. Poltak explained that they have done an inventory of all the wells here in town and that you would be seeing in draft form a map with tables that illustrate all of the information that identifies all of the existing wells within the Town of Auburn. The next thing he wanted to share with the Board was that they have more than adequate data from 1980 on which was required from this date on. With this data, we pretty much know what is being taken out of the ground.

Mr. Poltak also pointed out that, the town has three (3) major Aquifers of which two (2) are on Manchester Water Works property. The third is existent which is over by Chester Turnpike. Mr. Porter took over from here to elaborate more regarding the Ground Water Protection Ordinance that they have been working on. Mr. Porter stated that typically all of our wells that are 1980 and beyond are all bedrock which absorbs water a lot slower. They were working on the Ground Water Protection in two phases which are Aquifers and recharge. A lengthy discussion ensued with regard to ground water.

Mr. Poltak wanted to explain to the Board that, they would have in their hands by the end of October to be able to talk to the community about it in some detail and that they would have something in the ordinance where we give serious consideration to the potential of changes in our zoning to protect that one Aquifer that is outside the jurisdiction of Manchester Water Works.

The second side of this is to try to incorporate and embrace a Ground Water Protection Ordinance was the liability factor of new developments coming in and interrupting the capability of existing wells to service the homes that they are servicing. When do they tell a developer that they have to do an assessment of that service area that you will be building in respectful of what your withdrawal on a gallon per day basis is as well as assuring us that the water quality is adequate to meet the needs to which you will be building the new homes.

Mr. Poltak stated that he would be bringing this before the Board to review by the end of October. A brief discussion ensued before the Board moved on to the next item on the agenda.

Mr. Porter asked the Chairman what they were going to do about the Calef Campground and what they want to do.

## **GENERAL BUSINESS**

**Frank DeMasi  
Calef Campground  
593 Chester Road, Tax Map 5, Lot 65  
Discuss Relocation of Two Campsites**

Mr. Poltak explained to the Board that what they want to do is they had to remove two (2) campsites and they have an approved site plan that has aged considerably. Mr. Poltak added that, what they want to do in his estimation is amend their site plan so in order to amend their site plan they have to do is provide us with more detail than what they have provided. Mr. Poltak suggested that they ask Mrs. Rouleau-Cote to inform them that they have to submit a plan in accordance with our regulations for a site plan amendment because we don't have that right now and they are not here tonight to talk with. So, it is a site plan amendment. A discussion ensued with regard to today's regulations which is what their site plan amendment would have to accommodate and in which abutters would be noticed as well. Mr. Poltak commented that he didn't even know if we had a site plan on file with the town. Mr. Poltak believed that Mrs. Rouleau-Cote and Ms. Royce could purge the files to see what we have on file and go from there and asked the Board for a motion to move site plan review determination by Planning Board.

**Mr. Porter made a motion to move site plan review determination by Planning Board to request that the applicant prepare a site plan amendment whereby abutters would be noticed for 593 Chester Road, Tax Map 5, Lot 65, Calef Campground. Mr. Rolfe seconded the motion. A vote was taken, and all were in favor and the motion passed.**

Mr. Poltak informed Ms. Royce to notify the owners of Calef Campground regarding the Board's decision that they are requesting that a site plan amendment be prepared for a Public Hearing where abutters would be noticed. Ms. Royce so noted the request.

## **OTHER BUSINESS**

In conclusion, Mr. Poltak stated that a motion to adjourn would be in order.

## **ADJOURN**

**Mr. Porter made a motion to adjourn. Mr. O'Callahan seconded the motion. A vote was taken, all were in favor and the meeting stood adjourned at 8:03pm.**

**The next Planning Board meeting is scheduled for Wednesday, October 5<sup>th</sup>, 2022 at 7:00 pm. This meeting will be held at the Auburn Town Hall, 47 Chester Road. This date is subject to change.**