

ATKINSON PLANNING BOARD  
Atkinson, New Hampshire  
Regular Meeting  
Wednesday July 18, 2012

**Present:** Chairman; Sue Killam, Vice Chairman: Paul DiMaggio, Regular Members: Mike Turell, John Wolters  
Alternates: none, Ex-Officio: Todd Barbera

Ms. Killam called the meeting to order at: 7:43 p.m.

**Minutes**

Minutes of June 20, 2012

Sue asked to defer the minutes until the next meeting

**Correspondence**

Incoming	Scott Simmons sent an email with his notes Town of Haverhill Meeting notice June 26, 2012 Water Front Rehab Hearing Town of Haverhill Meeting notice July 10, 2012 Building within a 500 feet of a water supply July/August Town & City
Outgoing	none

**Discussion**

Discussion on Julie getting price quotes broken down into 2 line items for print of surveys which Sue would like to "get into later" Sue stated to Julie that she would only need 50 copies of the books to be printed. Sue asked Todd if an electronic copy could be put on line in a .pdf format. Sue explained that she printed up a Frequently Used Topic chart that will be inserted into the books behind the Table of Content.

**Public Hearing 8:00 pm**

Application for a Lot Line Adjustment between properties owned by Katherine Birdsall Revocable Trust, 32 Maple Avenue, Map 9 Lot 59 and off Birdsall Lane, Map 9 Lot 59-1 Specifically, to transfer approx. 1.28 acres from Lot 59-1 to Lot 59.

Sue gave a brief review of the history. The applicant was approved by the Planning Board on April 18, 2012 for the sub-division lot on Maple Avenue. The applicant went to the Zoning Board and asked for a variance for the wetland setback for the house placement. The house can be slightly closer to the road, about 400' rather than 750'-850' as the original plans state.

Sue read list of abutters - present Town of Atkinson (Todd Barbera) and SEC & Associates, representing the applicant

Sue advised the Board that she did not send the plans out for review as they were relatively straight forward. The Board concurred with Sue that it was a simple lot line adjustment and did not require engineering review.

Charlie Zilch of SEC & Associates explained that in the original plans of placing a house with a septic 100' away from the wetland setback was in the back of the lot. The applicant sought a variance to get a 25' variance and to place the house and septic closer to the middle of the lot. In doing this there is no need for a 1.28 acres and bring the property line on 59-1 to an existing stone wall and put the 1.28 acres back in lot 59. The original acreage for lot 59 was 2.03 acres and increased to 3.31 acres. Lot 59-1 was 6.38 acres and will decrease to 5.10 acres. Charlie stated that on sheet 2 that shows with the typo sightings that the applicant still complies with the setbacks. Lot 59-1 still meets all lot size requirements. He also stated that they don't need State Sub-division approval as it still meets all their requirements being over 5 acre lot.

**Paul made the motion to take Lot Line Adjustment between properties owned by Katherine Birdsall Revocable Trust, 32 Maple Avenue, Map 9 Lot 59 and off Birdsall Lane, Map 9 Lot 59-1 Specifically, to transfer approx. 1.28 acres from Lot 59-1 to Lot 59 under jurisdiction. Mike seconded the motion and the Board voted unanimously in favor.**

Julie asked Charlie about the buildable area and that the septic and well would be adequate. Charlie replied that everything was all set and approved by the ZBA. The Septic was to be a raised bed within a 2 foot test pit on it and it was done again within the last month or two and it was much deeper. Julie stated that it has been quite dry lately. Julie then asked about the well being so close to the driveway and her concern for salts and chemicals leaching into the drinking water. Charlie stated that the well location could be flexible.

**Paul made the motion to accept the plans as presented. Mike seconded the motion and the Board voted unanimously in favor.**

## Survey

Julie handed out the survey and pricing for 4 pages vs. 6 pages. The pricing shows that if the survey was on 4 pages (surfaces) that it would be less expensive. It was quoted \$494 for printing and preparing it for the mailing. The 6 page (surfaces) survey would be \$898. Plus the postage would be an additional \$0.142 per piece for a total of \$450.99 to mail to the entire Town. So a 4 page print and postage would be \$944.99 and for a 6 page survey would be a total of \$1348.99. Discussion was on whether it was an 8"x11" vs. 11"x17". Julie would look into that. Discussion on shrinking the type. Julie stated that the price was for just print and postage not the set up. Any adjustments would have to be done prior. Discussion on if the type is too small that people will not want fill it out. Julie made the suggestion to tighten up the demographics and some of the white space. Julie offered to spend an hour to moving things around. John asked how the survey would be tabulated. Discussion went back to making it a 6 page survey. Discussion on return postage, this would be even less if the residents use either their own postage stamp or used one of the many drop off locations. For the survey, monies were set aside for this purpose of \$2000 and that the postage is a separate line item and there is money for that as well. The data that comes back is to be correlated by the Board and Julie. Julie suggested taking a workshop to go through the data.

Sue asked about Survey Monkey and Julie stated that as soon as the Board agreed on the survey that she could put it up on Survey Monkey site. The responses are easier to correlate according to Julie. Sue wants to encourage people to use the on-line survey. Julie mentioned to the Board that you can restrict the "ip address" so that only one survey can be filled out on line. Mike mentioned that there may be more than one person at an address that could fill out the survey. Julie mentioned that she could flag it if over a certain number of survey's are filled out by an ip address. The survey would be on-line for 30 days.

Discussion on when the mailing would go out and how soon it would go out. John has a concern about giving a long period of time people will not want to fill it out. Discussion on a reasonable time frame to fill it out and return. Julie stated that she could have it up by Wednesday July 25th but she would have to ask Alan, the printer how much time he would need, so she could coordinate the mailing with the website. Sue to follow up with Julie. Paul suggests putting it on the survey that the survey should be returned by August 7th and that the on-line survey would be up until the end of the month. Discussion on mailed survey and how busy people are and if they are on vacation. Paul wants to keep the date the 31st. Julie suggests to mail out on the 31st of July and return on the 17th of August. If people always have the website to take the survey. It was stated that there are 3176 mail recipients and the Board is looking to get back more than 20%. Julie will make a 1 page flyer for the Cable TV and use the same flyer to put up at the Community Center, library, Town Hall and extra copies in the locations. Todd asked about putting it in the Carriage Town Paper. Mike volunteered. Julie will have a flyer done by the end of the week.

Sue read Scott's comments. Under Priorities - letter U is not clear. The Board feels its fine. Letter V - The Board wants to change to improve. Question #5 letter F to include bikes and ATV's. Discussion as to this question was already voted on by the residents. Board decided to leave alone. Question #6 letter G on Open Space. Sue stated the Town holds a Conservation Easement on Open Spaces. Discussion liability and whether the Board should get into it at this time. The Board decided to leave the question as is. Scott suggested question #10, instead of ranking to just check top 3 choices. Scott wants #10 & 11 the same. Question #11 Julie is just putting lines and omit the

numbers in #10 & #11. Scott would like to change the age groupings. Discussion on the age groupings. Julie to keep groups and add under 18 and add 61-74 and 75+. Sue read Scott's reasoning.

The discussion went on to what DK & NA mean. Some Board members did not know that DK stood for Don't Know and NA is Not Applicable.

Sue recapped that the mailing would be going out the on July 25th and the return date was August 17th and that Survey Monkey was to be left up longer. Discussion on listing the drop off site and to add "Please return your survey in the following manner - by Aug. 17th by mail or at the Town Hall lobby or the Library. Julie to delete fax back portion. Julie will add the website to mailed survey. Todd to add a button to the Town website the will take them to the survey. Town's website is town-atkinsonnh.com

### **Work Shop**

Discussion on having an August 1st Work Shop. The Board decided to cancel the work shop and defer to August 15th.

**Mike made the motion to defer the August 1st Work Shop. Paul seconded the motion and the Board voted unanimously.**

**John made a motion to adjourn the meeting. Mike seconded the motion and the Board voted in favor to adjourn.**

The Planning Board meeting was adjourned at 9:02 p.m.

Respectfully submitted by Patty Power