

Planning Board Meeting Minutes  
November 2, 2021  
6:30 PM  
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Chairman Scott Burns called the meeting to order at 6:29 PM.

**Members Present:** Scott Burns – Chairman, John Tholl Jr. – Selectmen’s Rep., Alan Theodhor, Steve LaRoza – Alternate and Joyce McGee – Secretary.

**Members Absent:** Tim O’Neil and Frank Lombardi

**Public Present:** Donald Doolan, Robert Wisnouckas, Heidi Vaughn, Burleigh Wyman, Heidi Wells, Samantha Zeek and Ricci Rossi.

Chairman Burns appointed Alternate Steve LaRoza as a voting member in the absence of member Frank Lombardi.

**Public Hearing(s):**

Chairman Burns read the following hearing notice:

**Lot Line Adjustment:**

**#641 – Owner(s): Cavicchi, Edmund & Mary – 20 Spring Street, Tax Map 101 Lot 040 and Bergin, Robert & Jean – 12 Spring Street, Tax Map 101 Lot 041:** who is/are requesting a Lot Line Adjustment on said parcels. Tax Map 101 Lot 040 currently 0.931 of an acre, said lot will decrease by .082 of an acre making said lot 0.849 of an acre. Tax Map 101 Lot 041 currently is 0.540, said lot will increase by .082 of an acre making said lot 0.622 of an acre. Surveyor Donald Doolan

Donald Doolan was present to provide the Board with the plan showing the line on the easterly end of the Bergin property was being moved, this will give them an additional .082 of an acre. It will allow them to make their garden bigger and to add an overhang to the existing garage to store his tractor.

The Board had no concerns.

**A motion was made by John Tholl Jr. to accept the Lot Line Adjustment application as complete, seconded by Steve LaRoza. All in favor, motion carries. APPROVED**

**A motion was made by Alan Theodhor to accept the Lot Line Adjustment plan as complete, seconded by John Tholl Jr. All in favor, motion carries. APPROVED**

Chairman Burns read the following hearing notice:

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**Site Plan Review:**

**#642 – Applicant(s): Robert Wisnouckas – 8 King Square (Allard Block), Tax Map 103 Lot 007:** who is/are requesting a Site Plan Review to have a Coffee Shop/Storefront on the main floor and rentals upstairs.

Mr. Wisnouckas was present, he stated that work has started as considerable work needs to be done to the building and Fire Chief Ross has been contacted to make sure everything will be up to code before any occupancy can take place.

The Board went through the Commercial and Absolute Criteria List. Parking was brought up, Mr. Wisnouckas stated that municipal parking can be used and parking behind the building. Secretary McGee advised the Board that Barbara Ingerson owner of the abutting property called to say that the parking behind this building is for her tenants. Burleigh Wyman owner of 8 King Square, felt this was not the case. Mr. Wisnouckas stated that he has found nothing stating this. The Board advised him that this was a civil matter with the abutter.

Since the rentals will be short-term Alan Theodhor wondered how many units will be in the building? Mr. Wisnouckas stated that potentially could be 8 units but probably 6 or 7. Right now there is 6 bathrooms upstairs with another 1 that would probably not be turned into one. The Board had no other concerns.

**A motion was made by John Tholl Jr. to approve the Site Plan Review application as complete, seconded by Alan Theodhor. All in favor, motion carries. APPROVED**

**A motion was made by Alan Theodhor to approve the Site Plan Review as submitted, seconded by Steve LaRoza. All in favor, motion carries. APPROVED**

**Minutes: A motion was made by John Tholl Jr. to approve the October 19, 2021 minutes as written, seconded by Alan Theodhor. All in favor, motion carries. APPROVED**

**Consultation: Zeek, Samantha – Longwood Drive, Tax Map 207 Lot 011:** Ms. Zeek was present with her contractor Ricci Rossi. Mr. Rossi stated that they have contacted Wendall Rexford Co for the septic, Carr Well for water and Eversource for electric. The work will be done in stages. 1<sup>st</sup> will be the garage for tools etc and living quarters upstairs for Ms. Zeek, when the home is built, she would like to turn the living quarters in the upstairs of the garage into an ADU for family to live in.

We want to know what the Board's definition is for attached ADU? Alan Theodhor read Section 12 – Accessory Dwelling Unit. Mr. Rossi was familiar with this section. He stated the structures will be like a

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quonset hut, attached through a breezeway with closed walls and standing seam roof. First comes the design but we want to make sure we are able to do this within the law.

Alan Theodhor wondered what type of material will be used? Mr. Rossi stated metal, comes in a package, no roofing, painting or siding is needed which is a cost savings.

Ms. Zeek filled out the Development Application to construct a 30'x40' Garage/Apartment and a 24'x30' carport. Apartment will be 2 bedrooms and 1 bath. Secretary McGee advised this is a private road so a Private Road Agreement needs to be done.

The Single Family and Absolute Criteria List was filled out.

**A motion was made by John Tholl Jr. to approve the Development Application as submitted with condition that a Private Road Agreement needs to be signed, seconded by Steve LaRoza. All in favor, motion carries. APPROVED**

**Schmeller, Walter – 84 Hildreth Road, Tax Map 206 Lot 007:** To construct a 20'x32' home with a porch. The Board advised a Private Road Agreement would need to be signed as Hildreth Road is a private road. **A motion was made by John Tholl Jr. to approve the Development Application as submitted with the condition a Private Road Agreement needs to be signed, seconded by Alan Theodhor. All in favor, motion carries. APPROVED**

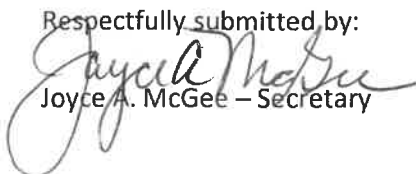
**Nieman, Philip & Ruthann – 8 Hazen Road, Tax Map 226 Lot 058:** To install a 10'x20' shed, 11' in height. **A motion was made by Steve LaRoza to approve the Development Application as submitted, seconded by Alan Theodhor. All in favor, motion carries. APPROVED**

**Other Correspondence:**

- WMRHS will be changing out lighting wondered if they need a permit, Board felt none required.
- Violation Letter: Tax Map 104 Lot 052 converted a Single-Family dwelling into a Short-term Rental, no permit was filed, a letter was sent to new owner.
- 2022 Calendar for amendment to Zoning Ordinance was discussed. Board would like to make some changes: Conex boxes, Short-term Rentals, would like Secretary McGee to reach out to Town Attorney for input.

**A motion was made by Alan Theodhor to adjourn the meeting at 7:53 PM, seconded by Steve LaRoza. All in favor, meeting adjourned.**

Respectfully submitted by:

  
Joyce A. McGee – Secretary

Scott C. Burns - Chairman

