

Appleton Planning Board
Monthly Meeting Minutes
February 8, 2021

Attending: Board members: Ed Carroll, David Kelley, Gary Roberts, Dan Wyman

Applicant: Jessica Beck

Town Officials: Jacob Boyington/Road Commissioner, Langley Willauer/Deputy Town Clerk, Peter Beckett/Select Board

Members of the Public

Via Zoom

- 1) The minutes of the January 11, 2021 meeting were approved and will be submitted to the Town Clerk.
- 2) Discussions of possible solar and cannabis ordinances were carried to the next meeting.
- 3) Jessica Beck application. Chair of the Planning Board Ed Carroll reviewed the site plan ordinance and application process. He summarized that the Board would review the submitted materials and decide if the application was complete, if not the Board would list the additional requirement needed. Hopefully the application materials would supply enough specifics to complete the application for a March public hearing and Board decision.

The proposed location is at 382 Peabody Road; there was discussion that more information was needed regarding the septic plan, driveway, setbacks, and weekend activities.

Ed Carroll reviewed Ms. Beck's submission letter, noting that there were now potentially up to 20 children at the facility, that an employee may be hired, and that the building plan now includes a second floor and a second

bathroom. Additional information about possible activities during non-business hours was also included.

Ms. Beck stated that she had added the non-business hours information at the Board's request, and stressed that she wanted to create opportunities for local children not currently available.

Ed Carroll checked for possible Board members' conflicts of interest and none were found.

The meeting (via Zoom) was to be recorded and put on the Town's website. Ed Carroll reviewed section 6 of site plan review and noted that a map was needed with more detailed information about the footprint of the building, the dimensions of the parking lot and driveway, and setbacks from the street and neighbors. Well and septic information was also needed. Ms. Beck confirmed that the property was located at Map 19, lot 23, and that the abutting neighbors were notified by letter. Any additional abutters would also be notified.

Additional provisions of the site plan review were reviewed and it was noted that additional information could help complete the application:

- >section C: map with driveway details, drainage ways, rights of way, estimate of septic location, any proposed utility lines locations, neighbors' structures if close to lot lines

- >section H: access ways, landscaping,

- >any erosion concerns

The Road Commissioner will provide a letter to the Board, and stated that he needed to meet on site with the landowner, and that he did not foresee any issues. The Commissioner stated he had e-mailed the Fire Chief about the application and had not heard back yet; Ed Carroll will follow up.

Gary Roberts stated he would reach out to the Sheriff's office regarding traffic concerns on Peabody Road.

There was a discussion about the financing of the project and possible fundraising by the applicant. Ms. Beck was not sure how much she might need to finance on the project due to questions about possible fundraising and noted that she could take out a second mortgage to secure financing.

Other provisions of the application ordinance were reviewed and found to be not applicable. Ed Carroll requested that the business plan narrative include discussion of how “coming and going” traffic would be managed to minimize the impact of peak hour traffic.

There was a discussion of the speed limit on Peabody Road and its capacity. The Road Commissioner did not see a problem, but wanted to speak with the applicant about anticipated traffic and number of vehicles. The speed limit is set by the Dept of Transportation, which would have to do a study if any change to the speed limit was sought; this was thought to be quite a lengthy process. The Town can install “yellow” lower speed limit zones. David Kelley noted the application requires traffic information. Gary Roberts requested more detailed mapping and site information, including location and direction of lighting.

Ed Carroll referred to section 4 of the ordinance and asked that the applicant review all provisions as the Board would be considering all, including specifics on signage and lighting, including hours of exterior lighting. Dan Wyman requested details on proposed weekend or after hours activities. Ed Carroll stated that the Board needed the short term business plan and also long term goals regarding number of children, weekend and night activities, and that the plan include all activities for the Board to consider for approval. Also noted were concerns that had been raised about possible noise levels, proximity to neighbors, and ventilation of the building in a pandemic. As to ventilation concerns, Ed Carroll stated that this would be a State licensing issue rather than a Planning Board concern, and the other members of the Board agreed.

The Board then opened up comments to members of the public attending the meeting by Zoom. Gary Roberts noted that the public’s comments would be

heard first and that Ms. Beck could respond if she wanted to. Ed Carroll noted that a public hearing would also be held in the future and that this was not the last chance for the public to be heard.

Langley Willauer offered comments regarding renovating town hall and having a second floor childcare center. Dee Peppe questioned whether a PERC test would be required. Ed Carroll answered that one was needed for a building permit. Ms Peppe raised questions about the septic location and the traffic impact on Peabody Road and the cost to the Town to maintain the road. Ed Carroll stated that the Road Commissioner would consider that. Ms Peppe asked who enforces the State building code requirements for child care facilities. Ed Carrol stated that there is State licensing requirements for child care facilities and that the Code Enforcement Officer would also be involved. It was stated that Department of Human Services inspects facilities and that the number of children allowed per adult depends on the ages of the children.

John Sommo raised concerns about the speed of vehicles on Peabody Road and the dangers posed, also concerns about the volume of traffic and the need for more control over the traffic on the road. He stated that the volume of traffic has increased considerably this winter and asked if a traffic study could be done, and that the Sheriff's office and Road Commissioner comment. He also requested lighting details on the proposal.

Fred Brown raised concerns regarding soil testing, traffic, and logging trucks. He also expressed concerns regarding viruses and air ventilation. He raised concerns about the soil due to the age of the farmland. Ed Carroll stated that the Board would defer to State regulations and experts.

Ms. Beck stated that she respects all opinions and understands traffic and noise concerns. In response to comments about dogs barking, she stated that hopefully the two dogs at the property would be gone in April. She stated that the lighting would be on the proposed building with automatic shut off. She stated that she is not trying to be disruptive and will provide written responses.

Ed Carroll stated that he will communicate with Board members as more information is received, and that a public folder with all information will be available at the Town Office. David Kelley noted that low impact lighting is available and that there were many lighting options. Ed Carroll noted that members of the public could reach him or Board members by e-mail, and that he would respond to any questions about the process.

Adjourned.

Incorporated into the meeting notes by reference:

- 1) 1/12/21 e-mail from Ed Carroll to Planning Board, with letter to Ms. Beck
- 2) 2/2/21 e-mail from Ed Carroll to Ms. Beck reviewing application process
- 3) 2/4/21 e-mail from Ed Carroll to Ms. Beck with neighbors' concerns attached
- 4) 2/8/21 e-mail from Ed Carroll to Planning Board with Ms. Beck's letter to neighbors and sketch of building plan attached
- 5) 2/8/21 e-mail from Ed Carroll to Planning Board forwarding Fred Brown's 2/5/21 e-mail with list of concerns