

**Planning and Development Committee  
Minutes of March 7, 2012  
6:00 PM  
Hampden Council Chambers - Town Office**

**Attendees:** Tom Brann, Chair  
Janet Hughes  
Jean Lawlis

**Staff:**  
Dean Bennett, CEDD  
Bob Osborne, Planner

**Guests:** Debbie Melman

**1. Approval of February 1 Minutes  
Approval of February 15 Minutes**

Approved by Consensus

**2. Committee Interviews**

None

**3. Old Business/Updates**

**1. Updates**

- Recreation Plan – Recreation Director indicated that he is continuing to work on draft.
- Marina Park – CEDD informed Committee that he anticipates Phase One Final Archaeological report by end of next week...
- Waterfront District Amendment/Revision - CEDD advised Committee that the Draft Waterfront District 1 Amendment has been approved by attorneys from both sides and ready for Planning Board.  
**Committee Action:** Vote: 3-0 to Refer to Planning Board via Council.

- Sign Ordinance – Planner/CEDD explained that they presented a power-point presentation on signs to HBA and is receiving input from local business.

## **2. School Negotiations:**

Attorney Tom Russell reviewed with Committee questions and outstanding issues related to the formation of a purchase/sale agreement with MSAD 22. Items discussed included:

- Property Survey
- Clarification of Land Conveyance
- Listing of Personal Property Inclusions
- Sewer Easement Location/Open Space
- Insurance of Buildings

Attorney Russell will incorporate changes/clarifications from this discussion in the draft purchase/sale agreement currently under revision.

## **4. New Business**

### **1. Debbie Lindsay Melman – Child Care Considerations**

Mr. and Mrs. Melman requested consideration of a zone change or language amendment to the existing zoning ordinance which would support a child care facility/school to be located on the Coldbrook Road. The parcel is currently zone residential and abuts the Coldbrook Road, adjacent to a business zone. Consideration was given to the necessary steps to accommodate the development whereas the current zoning of adjacent property is business/commercial and not inconsistent with their request. Business plan development is in process along with additional consideration and exploration of the feasibility of the project.

**Committee Action:** The Committee acknowledges that child care services rank high in need within Hampden. The proposed location would be perfectly situated along two commuter corridors and adjacent to business areas. Committee encouraged the Melmans to continue to move forward and contact Code

Enforcement Officer to assist them in determining feasibility of the project with regard to code compliance.

## **2. Fireworks Discussion**

The Committee reviewed the memo perspective provided by the Public Safety Director with regard to fireworks within Hampden. Making it clear that he takes no position on whether Hampden adopts a Fireworks Ordinance, however if they were to do so, his primary concern would be the ability of the officers to act upon calls with regard to complaints/enforcement.

**Committee Action:** The Committee asked the town planner to investigate the actions of other communities and report back to the Committee in the future on suggested ways with which to deal with the issues raised by the Public Safety Director.

## **3. Discussion: “Local option exemption for residents permanently stationed or deployed for military service outside of the State.”**

Upon request of Lieutenant Commander Daniel McClure and his wife Diane, the Committee discussed whether they would support the town of Hampden developing an ordinance what exempted military personnel from excise tax in specific circumstances according to the State Statute effective January 1, 2012.

Although not opposed to the exemption, the Committee wanted to conduct further investigation into the financial impacts of such as exemption on future budgets. The Committee raised questions such as: the number of military deployed from Hampden; what actions other communities are taking; and given the upcoming budget constraints, what would be the fiscal impact of the exemption. The Committee tabled recommendation of action until further information can be obtained.

**4. CEDD School Reuse Process Recommendations.**

The Community and Economic Development Director presented a detailed process by which to address the school reuse question ensuring environmental due-diligence and protecting financial liability of taxpayer while moving forward. CEDD's outline includes the following:

***Prior to Purchase:*** (To Maintain Eligibility for State/Federal Funding)

1. Phase One Environmental Site Assessment
2. Phase Two Environmental Site Assessment

***After Purchase:*** (To Position Parcel in the Best Development Position)

3. Remedial Action Plan (Federal Monies Available)
4. Plan Implementation/ Clean-Up
5. Planning Component
  - Market Research to Determine Best Use of Property
  - Conduct public process for input to determine community preference.
  - Identifications of Site Constraints for Best Use

*Environmental Due-Diligence Completed*

6. Re-Development Committee

Solicit membership from Hampden citizens to serve on a committee, which will act as an advisory committee to the Planning and Development Committee, led and staffed by CEDD. This

committee comprised of individuals from the following professional fields:

Architect	Realtor	Banking
Large Bus Owner	Cultural	Small Bus Owner
Civil Engineer	Econ Dev	Recreation
Contractor		

CEDD further explained that the first, most immediate step would be to conduct a Phase One Environmental Site Assessment to determine existing types of hazardous materials. Materials common in schools are:

PCB's in Transformers, Paint and Caulk

Storage Tanks

Sewage Systems

Asbestos

Lead Based Paint

CEDD requested approval from the Committee to move forward with a Phase One Environmental Site Assessment as soon as possible (estimated cost not to exceed \$4,000). CEDD further recommended a firm (Credere Associates) to accomplish this task and requested, due to the anticipated costs that he move forward, suggesting the firm be invited to the next Planning and Development Committee for introduction and background on process.

**Committee Action:** Committee directed CEDD to move forward with Phase One Site Assessment, with a not to exceed \$ 4,000 in funding, and schedule Credere Associates for the next Planning and Development Committee Meeting.

5. **Public Comments**
6. **Committee Member Comments**
7. **Adjourn: 9:00pm**