



Town of Hampden
Planning Board
Wednesday, December 13, 2023, 7:00 pm
Municipal Building Council Chambers
MINUTES

In Attendance:

Planning Board

Richard Tinsman, Chair
Benjamin Dunham, Vice-Chair
Amanda Day
Jacob Beaulier
Ryan Tribou
Dennis Marble
Benjamin Kaiman
Monica Small (Alternate)

Staff

Clifton Iler, Town Planner
Amy Ryder, Economic Development Director
Wanda Libbey, Admin Asst.

Public

Hannah Peasley
Todd Hardy
Norman Bouchard

Chair Tinsman called the meeting to order at 7:00 p.m. and verified that all attendees in-person and virtual could hear and see each other.

1. Administrative

a. Minutes – October 11, 2023, Regular Meeting

Motion by Member Marble to approve the minutes of October 11, 2023, Regular Meeting Minutes; second by Member Dunham; motion carried 6/0/2 by roll call vote (Member Kaiman and Member Beaulier abstained).

b. Minutes – October 18, 2023, Workshop Meeting

Motion by Member Beaulier to approve the minutes of October 18, 2023, Workshop Meeting Minutes; second by Member Small; motion carried 6/0/2 by roll call vote (Member Marble and Member Day abstained).

c. Minutes – November 15, 2023, Workshop Meeting

Motion by Member Dunham to approve the minutes of November 15, 2023, Regular Meeting Minutes; second by Member Small; motion carried 5/0/3 by roll call vote (Member Day, Member Kaiman abstained).

2. Old Business: NONE

3. New Business

- a. Lot 9 Hampden Business Park – Public Hearing and Major Site Plan review for the construction of a 7,800 SF warehouse and associated site improvements on Carey Circle

in the Hampden Business and Commerce Park; Tax Map/Lot: 10-B-009. This property is located in both the Industrial Park and Industrial 2 District.

Chair Tinsman went over the rules for public hearings and confirmed with Administrative Asst. Wanda Libbey that the required public hearing posting had been met and then opened the public hearing at 7:08 p.m.

Hannah Peasley, representing the applicant, presented the Final Plan:

- Proposing to construct a 7,800 sq. ft. building on lot 9 in Hampden Business Park
- Approximately 2,500 sq ft dedicated to Bouchard Real Estate sister company Bouchard Cleaning and Restoration.
- The remainder, approximately 5,000 sq. ft., will be dedicated as office space.
- There will be access from the existing Bouchard Cleaning and another from Carey Circle.
- The proposed building will be connected to the town's water and sewer.
- A proposed 1,500-gallon oil/water separator will pre-treat the wastewater generated from the wash bay activities.

Planner Iler explained that the project was sent for peer review to Woodard & Curran for general engineering and stormwater management. Peer review questions and concerns were addressed and included in the packet. The staff and Planner found no real technical concerns. The Director of Public Works had one or two items of concern and that have been addressed in the resubmission.

Public Questions/Concerns/Opposition: NONE

Planning Board Questions:

Member Marble asked if the Planner was satisfied with the response of the applicant in reference to the peer review and if Fire Truck access and turn around was resolved. Planner Iler explained that prior to the applicant response town staff and the applicant reviewed the peer review line by line and the Fire Truck access and turn around have been addressed to the satisfaction of the Fire Chief. Hannah Peasley, applicant representative, explained that as part of their resubmission an autotune exhibit was included confirming that Fire Truck will have access to the site.

Member Small is concerned with the sewer system. Planner Iler explained that the Public Works Director addressed all of those questions and his response is included in Appendix 6 for the resubmission.

Chair Tinsman closed the public hearing at 7:17 p.m.

Motion by Member Marble based on findings and information presented, to approve the Major Site Plan for the construction of a warehouse building located on Carey Circle in the Hampden Business and Commerce Park (Tax Map/Lot: 10-B-009) seconded by Member Tribou; motion carried by 6/0/1 roll call vote (Member Kaiman abstained).

4. Town Planner Report

Planner Iler explained that due to conflicts the Planning Board Workshop schedule for Wednesday, December 20, 2023, has been canceled.

Planner Iler thanked Chair Tinsman for his time on the Planning Board and wished him the best in his retirement.

5. Planning Board Comment

Chair Tinsman expressed his fascination with the evolution of the board. He has enjoyed his time on the board.

Member Beaulier asked for clarification concerning the planning board action on October 11th in reference to Harold Bouchard Way Subdivision. Is there a mechanism available to the Planning Board for further legal review in reference to legal language. Specifically, the clarification of the waiver process as it is outlined in Article 5 of the Subdivision Ordinance. Is there a built-in mechanism to ensure the board interpreting the language as expected. Chair Tinsman explained that any attorney request must go through the Town Manager. Town Manager Scott explained that prior to this meeting she did send the section within the ordinance regarding the utilities to the attorney for review. She does believe it is a good idea that if the language is ambiguous that the towns' attorney may come back with suggestions for future language amendments.

The Town Manager, Staff and Planning Board members thanked Chair Tinsman for his time, knowledge, and humor as a member of the Planning Board and how much he will be missed.

6. Adjournment

Motion by Member Dunham to adjourn the meeting at 7:37 p.m., seconded by Member Beaulieu; the motion was carried by a roll call vote of 7/0/0 in favor.

Respectfully Submitted By,

Wanda Libbey, Administrative Asst