

Westmoreland Planning Board
Minutes September 20, 2021

Present: Russ Austin, Bruce Smith, Tim Thompson, Lauren Bressett, Alison Fissette, Larry Siegal and recorder Liana Capra. Excused: Jim Starkey, Elaine Moore, alternate

Lauren Bressett called the meeting to order at 6:30 PM. Tim Thompson had a question as to wording in the Home Based Business paragraph, 3rd sentence, of August minutes. The beginning of a sentence was mis-worded (A conditional and additional use of dwelling....) and will be corrected to read "This would be a conditional and additional..." in the final version, per Lauren Bressett. Lauren Bressett then asked if there were any other questions, none were raised and Russ Austin made motion to accept minutes, Bruce Smith seconded, all in favor.

Cathleen Watson was then called upon to provide documentation for the required conditions of their conditionally approved site plan for U7 Lot 15, the business to be called Barn & Thistle. Board documents requested were reviewed. Receipt of septic plan was confirmed. A parking plan was given to the board showing measured area and spaces for parking of 10 customers, based on number of tables allotted for inside and out, 3 spaces for tenants and 2 spaces for staff. Also indicated on the plan was a 30 ft. paved entrance per DOT to accommodate ingress and egress of vehicles. Mrs. Watson also provided the DOT letter to the board for file. Tim Thompson asked if a 9'x18' parking space was an adequate size, Lauren Bressett said yes based on national sources for best practices. Next item addressed was the liquor license to sell beer and wine. Mrs. Watson said she has an application in and it remains pending until after an inspection of business is made. Lauren Bressett asked if board would accept the pending liquor license, and members felt that it would be okay as the liquor commission would determine to grant permit or not and if not, Watsons simply could then, not serve beer or wine.

Lauren Bressett asked for a formal vote to accept the Barn & Thistle site plan as all conditions were met. Alison Fissette moved to accept, Tim Thompson seconded. Plan accepted unanimously.

Next item discussed was the 5 year permit renewal for Cersosimo Excavating on River Rd. Representing Cersosimo was Michael Cersosimo, President and Liza Sargent from SVE Associates. Michael Cersosimo began by stating that excavating

was slowed down as in one instance, they came upon gravel and then the dig turned to clay. He said they never know exactly what material they may come across. He said they are not as far north as they would like but, are about $\frac{1}{4}$ way through the dig. He also stated that they were seeding as they were going along and the berm is being kept up as per conditions required in their permit. Michael and Liza also stated that water run off was not a problem as the dig basin is now deep enough to hold water and let it filter through the ground, avoiding any runoff or drainage issues. Lauren Bressett asked if in his estimation the project would go beyond 10 years. Michael Cersosimo said current plans would be that it would be complete before 10 years. Lauren Bressett asked if there were any changes needed to the conditions of the existing permit. Michael Cersosimo felt no changes were needed at this time of the 5 year renewal. At this point Lauren Bressett reviewed each condition required for the renewal of the original permit. During this review there were some discussions on various items and some items Michael Cersosimo had to check on, such as signage. Lauren also inquired as to the annual reports that were being handed in late and Michael said yes, they had to be better at being timely with them. Liza Sargent did provide the board with a current report. It was decided that the planning board should make an onsite visit to check on progress. The date of Thursday, October 7, at 2PM was scheduled for the inspection. Larry Siegel made a motion to accept renewal of the permit for an additional 5 years, Alison Fissette seconded. Motion approved unanimously.

Next, Lauren Bressett brought up the South West Regional Planning Commission. John Snowden, Director of SWRPC shared information on resources offered by SWRPC for economic development in our community at the September Selectman's board meeting. It would involve establishment of a committee to work with the commission. There could be grant funds related to this which could help with a master plan update and/or reorganization of the ordinances. Tim Thompson noted if we have a member opening on the planning board committee, this may be a good opportunity to recruit members for Planning Board and also Board of Selectman if openings come open. The board was in favor of the Selectmen pursuing this.

Lauren Bressett also brought up the business resilience review being done by the Small Business Development Center and encouraged by SWRPC that could be of value to businesses. A discussion to invite businesses to a review was had but it wasn't clear if there were an easy way to contact all businesses in the community. It was noted that social media was not the best avenue as many businesses do not

participate. Lauren Bressett said she would look into finding out the best way to contact businesses and work with the Town Office on this.

Lauren Bressett then moved onto the review of Westmoreland's Planning Board Site Plan Review Checklist along with fee adjustments and a separate application to make it simpler for home businesses (as was discussed at August Planning and also Selectman's meetings). Items in A-K on the site plan checklist were reviewed, changed and/or omitted. During this review questions were put forth to clarify at which point a home business may be considered a commercial business. The previous meeting's notes were referred to. Alison Fissette said there were a lot of changes to be looked at and considered, zoning possibly being one. Changes made to site plan review checklist tonight will have final changes done for October, a hearing in November will be had then it will go to Board of Selectmen.

8:00 PM Alison Fissette moved to adjourn the meeting, Bruce Smith seconded. Meeting was adjourned.

Liana Capra
Recorder