

**NEWTON PLANNING BOARD  
MINUTES OF PUBLIC HEARING AND MEETING  
May 23, 2017**

**Call to Order:** Chair Barbara White called the meeting to order at 7:00 PM. In attendance were: Chair Barbara White, Vice Chair Jim Doggett, Planning Board members: James White, Roger Hamel, Charlie Melvin, Sandra Estabrook; and Circuit Rider Planner Jennifer Rowden. Minutes were transcribed by Administrative Assistant Gail LeBlanc.

The meeting began with a salute to the flag.

**1. Home Occupation: Andrew Deardorff, 20 Highland Street (Map 11, Block 6, Lot 16)** Mr. Deardorff appeared before the Planning Board to request a Home Occupation to sell military surplus (equipment, firearms, clothing). J. Rowden stated that the PB has the authority to determine if a business is a home based business vs. a home occupation. Ms. Rowden stated that the applicant meets most of the criteria for a home occupation. Mr. Deardorff said he typically ships the items via the USPS, UPS and FEDEX. B. White said she would rather see the operation as a home based business due to firearms being sold. Being a home occupation, no abutters were noticed. B. White stated that abutter notices could be sent out at no cost to Mr. Deardorff.

J. Rowden stated that the PB has authority to determine home based business vs. home occupation. R. Hamel suggested the PB approve this as a home occupation, and if the Feds required a business address, Mr. Deardorff could come before the PB requesting a Home Based Business. **R. Hamel made a motion to find that this is a home occupation and approve the application. J. White seconded the motion. 3 in favor (R. Hamel, J. White, C. Melvin); 3 opposed (B. White, J. Doggett, S. Estabrook) Motion fails.** J. Rowden suggested a continuance with notifying the abutters. **J. Doggett moved to continue the hearing until June 13, 2017, with abutter notices being sent out at no charge to the applicant. C. Melvin second with unanimous vote.**

**2. Minor Site Plan Review: Kinsley Corner change from duplex designation to condo designation (Map 9, Block 6, Lots 7-1, 7-5, 7-6 and 7-7).** Charles Zilch, SEC & Associates, appeared before the PB, as a representative for Bill Bartlett, RTW, LLC (who was also in attendance). Mr. Zilch said the original intent in 2013 was to sell the homes as duplex homes. Each duplex is supported by its own individual lot. Each duplex shares a septic system. All three duplexes share a common well. Since Mr. Bartlett started constructing the homes the interest is more in separate units or condos. The request is for conversion from duplex designation to condo designation. There will be six total condominiums, three total units. **J. Doggett moved to take jurisdiction. C. Melvin second with unanimous vote. J. Doggett moved to approve the application with the following conditions: Complete, updated Condo Documents are obtained**

and supplied to the PB and all local and state permits are obtained.  
Second by C. Melvin with unanimous vote.

**3. Conditional Use Permit: Home Based Business, George Secchiaroli, 54 South Main Street (Map 12, Block 6, Lot 6) continued:** Mr. Secchiaroli appeared before the Planning Board. Mr. Secchiaroli would like to operate a home based business. He is a roofer and would be storing construction equipment and left-over product from job sites. Everything will be stored inside. Employees will not be reporting to the property, they report directly to the job site. Hours of operation would be Monday through Friday from 7:00 AM to 5:00 PM. **J. Doggett moved to take jurisdiction of the application. Second by S. Estabrook. All in favor. J. Doggett moved to approve the application with the following conditions:**

- **No outdoor storage of any materials;**
- **State driveway permits to be obtained;**
- **All local and state permits be obtained;**
- **Hours of operation are limited to Monday through Friday, 7:00 AM to 5:00 PM.**
- **Any trailers to be stored behind barn;**
- **Fire inspection upon occupation; and**
- **Limit up to two employee vehicles at any time.**

**Second by S. Estabrook with unanimous vote.**

#### **4. Other Board Business and Correspondence**

**a. Acceptance of minutes from May 9, 2017:** C. Melvin moved to approve the meeting minutes of January 10, 2017. J. Doggett second with unanimous vote. R. Hamel asked that on page 2, the appointment of Mary Allen, reflect that the appointment is a three year term. **Motion approved with correction.**

**b. Manifests:** J. Doggett moved to approve Operating Budget manifest in the amount of \$120.74. S. Estabrook second with unanimous vote.

**J. Doggett moved to approve NPREA Manifest in the amount of \$722.19. C. Melvin second with unanimous vote.**

R. Hamel asked about the Home Based Business Form. It was agreed that the form will be reviewed at the next PB meeting, June 13, 2017.

**4. Adjourn:** J. Doggett moved to adjourn at 8:35 PM, second by C. Melvin with unanimous vote.

Meeting adjourned at 8:35 PM.

Respectfully Submitted,

Gail M. LeBlanc  
Administrative Assistant  
Newton Planning Board