

**Town of Goshen
Planning Board
Minutes of December 7, 2023
Non-Quorum Meeting**

Planning Board members present (quorum = 3): Kayla Frink (Chair), and Philip Stasulli

Guest (s): Mark Brunelle and Lisa Hitchcock

Meeting was called to order at 7:02 p.m.

Chair Frink explained that the Board did not meet quorum for the meeting but they would review and discuss some of the concerns that have been brought to the Board's attention regarding the Pheasant Runn Road development with Mark Brunelle and Lisa Hitchcock. No actions would be made at this time.

Property Runoff (Pheasant Runn Development)

Mark Brunelle and Lisa Hitchcock discussed the certified letter that was sent to them by the Planning Board. Mark Brunelle stated that he has spoken with his neighbor regarding the runoff damage to his neighbor's property. A plan has already been agreed upon and is in the preliminary stages with the surveying company, Meridian Land Surveying, to fix the issue. The Board noted that this issue between property owners was a civil matter and not something that the Board was going to take action on.

The concerns that were made by the Board were regarding the construction of the Pheasant Runn Road and the possible lack of catch basins at the bottom of the road as well as the lack of a fire pond in the development. Mark Brunelle explained that the overall condition of Pheasant Runn Road is in good working order. He added that he has had no problems with washouts of the road and no erosion or sediment buildup causing drainage issues. Mr. Brunelle explained that there is an old culvert at the bottom of the driveway that is monitored by the state and the catch basin is in the proper place at the bottom of the driveway. He explained that there are pipes that go under the road which funnel water into the culvert at all times. There are also ditch lines that run along the road.

The Board mentioned that there were some complaints that large amounts of water were pooled at the bottom of Pheasant Runn Road and going over the state road (Brook Road). Mark Brunelle and Lisa Hitchcock reminded the Board that there was record breaking rain this past summer and they cannot be blamed for the excess water over Brook Road and they also mentioned that it was during the same storms that a portion of Brook Road (slightly past Pheasant Runn Road) completely washed out. They mentioned that there have been some problems with the culvert and catch basin being too full but that the state is supposed to be monitoring the area.

The Board also discussed the concern regarding the lack of a fire pond in the development. Mark Brunelle mentioned that the location of the fire pond on the proposed map is located on ledge and would have been impossible to construct. He reached out to the Goshen Fire Department

several times; however, no response was ever received. After several attempts and no response, Mark Brunelle continued with construction without the fire pond in place.

Lisa Hitchcock also stated that they had issues getting 911 numbers and it took over two years for them to finally get them. That issue has since been resolved; however, as the development is already built, Mark Brunelle and Lisa Hitchcock did not see any reason for them to go back and fix any issues that should have been addressed at the beginning or during the development.

Mark Brunelle mentioned that the Road Agent at the time, Kevin Bevilacqua, was asked to come and inspect the road while it was being constructed. Mr. Brunelle stated that Kevin inspected the road, although it is a private road, and did not find any issues with how the road was being built. Mark continued by stating that all buildings have approved permits and have been inspected and given certificates of occupancy by the Building Inspector, Bruce Nadeau. He felt that if there was a problem during construction, the Building Inspector or Fire Chief should have mentioned it prior to the finalization of the development.

The Board thanked Mark Brunelle and Lisa Hitchcock for coming in to explain the process and answer their questions. The Board will update the rest of the members at the next meeting. No further questions were made and no actions were taken.

Review of Minutes (11/16/2023)

The review of the minutes was tabled until the next meeting.

Capital Improvement Plan (CIP)

The Board tabled the review of the CIP until the next meeting.

Member Discussion (ongoing)

Additional alternate members are still needed for the Planning Board, this topic will remain a standing agenda item until filled. Anyone interested in becoming an alternate member of the Planning Board should stop by any of the Planning Board meetings at the first or third Thursday of the month at 7pm in the Goshen Town Hall. Applications for the alternate position can be found on the Planning Board webpage.

Other Business

- **Upcoming Meetings:** The next meeting will be the third Thursday of the month – December 21, 2023.
- **Annual Report:** The annual report was reviewed. The Chair and Recording Secretary will make edits and present them to the Board at the net meeting.

Standing/Upcoming items

- Master Plan Review - Pending
- Capital Improvement Plan
- Regulation Changes – Culvert Maintenance (Pending)
- Rand Pond Beach Discussion for inclusion in Master Plan - Standing Item
- Member Discussion - Standing Item
- *Budget due November 1, 2024*

- *Annual report due January 1, 2024*
- *Annual audit of CIP (May/June)*
- *Annual review of the Master Plan CRF (November 1, 2024)*

Meeting adjourned at 7:56 p.m.

Respectfully Submitted,
Melissa Salinardi
Recording Secretary

DRAFT