

TOWN OF AMHERST  
Planning Board

October 5, 2022

**APPROVED**

In attendance at Amherst Town Hall: Arnie Rosenblatt – Chair, Bill Stoughton – Board of Selectmen Ex-Officio, Cynthia Dokmo, Tom Silvia, Chris Yates, Tom Quinn, Tracie Adams, Tim Kachmar (alternate), Dan LeClerc (alternate, remote), and Pam Coughlin (alternate).

Staff present: Nic Strong, Community Development Director; and Kristan Patenaude, Recording Secretary (via Zoom)

Arnie Rosenblatt called the meeting to order at 7:00pm.

**PUBLIC HEARINGS:**

1. **CASE #: PZ16131-080422 – EIP One Bon Terrain, LLC (Owner) & New England Facilities Solutions Corporation (Applicant); 1 Bon Terrain Drive, PIN #: 002-026-004. Non-Residential Site Plan – Compliance Hearing. To show the as-built conditions of the site in support of the project receiving a Certificate of Occupancy as required by the Amherst Non-Residential Plan Regulations, Section 7.1.C. Zoned Industrial. *Continued from September 7, 2022***

Arnie Rosenblatt stated that the Board has received requests for continuances for both hearings on the Board's agenda this evening. The continuance for this compliance hearing needs to be considered in the context of the requested continuance for the next item, Vonderosa Properties, as well. Regarding the Vonderosa Properties item, the Board previously requested peer reviews of two of their studies. One of these studies has not yet been completed and one of the studies has not yet begun. The company has been identified for this second study, but there is no timeframe yet. Nic Strong stated that she believes this study could be completed within a month.

**Tom Silvia moved to continue the compliance hearing for CASE #PZ16131-080422 - EIP One Bon Terrain, LLC & New England Facilities Solutions Corporation, 1 Bon Terrain Drive, to November 2, 2022, at 7pm at Town Hall. Seconded by Chris Yates. Motion carried unanimously 6-0-0.**

2. **PZ16160-081022 – Vonderosa Properties LLC (Owner & Applicant), County & Cricket Corner Roads, PIN #: 004-122-000 - Subdivision Application. Proposed five (5) lot existing road frontage residential subdivision. *Zoned Residential/Rural. Continued from September 7, 2022***

**Tracie Adams moved to continue CASE #PZ16160-081022 – Vonderosa Properties LLC, County & Cricket Corner Roads, to November 2, 2022, at 7pm at Town Hall. Seconded by Chris Yates. Motion carried unanimously 6-0-0.**

**OTHER BUSINESS:**

3. **Review revised draft Master Plan and schedule public hearing(s)**

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Arnie Rosenblatt stated that this is not a public hearing on the Master Plan; this is a discussion within the Board. The Board requested a number of changes to the draft, and a redlined document has been provided by the Master Plan Steering Committee (MPSC) and the consultant. The Board will now determine if it is ready to move forward to a public meeting with the current draft.

Tracie Adams made the following statement:

*"The Master Plan Steering Committee (MPSC) was created by the Planning Board (PB) and charged with developing a Master Plan document for the Town of Amherst. The MPSC met for the first time August 17, 2020, and most recently met September 22, 2022, to make revisions to the Master Plan Draft with special considerations given to address the comments and feedback provided by PB members at the August 17, 2022, PB meeting. The MPSC did a thorough review of all changes made to the document to ensure that all suggestions from the PB were addressed as well as concerns brought up by citizens, other departments, and committees, and MPSC members.*

*Tonight, the MPSC is presenting an updated draft of the MP to the PB for review. We are hopeful that the PB will find that the document has been amended to address their concerns. I want to take this opportunity to express my sincerest thanks to everyone who participated in this process.*

*Thank you to MPSC members for your dedication and hard work in creating this draft. Seven current members include:*

*Tracie Adams  
Tom Gauthier  
Jared Hardner  
Tim Kachmar  
Will Ludt  
Danielle Pray  
Chris Yates*

*Thank you to Nic Strong, Director of Community Development, whose knowledge and experience was invaluable in helping us move through the Master Planning process.*

*Thank you to Steve Whitman, Zak and Liz with Resilience Planning and Design for their guidance and dedication to working with the MPSC to create a Master Plan that represents the Town of Amherst."*

There were no Board comments at this time.

Bill Stoughton asked whether the Board will be considering informal input before the public meeting or only during the public meeting. Tracie Adams suggested that the draft Plan be placed on the Town website. There is a comment area on the website as well. Nic Strong suggested that

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this also be posted on social media sites and talked up by Board members to the community.  
Arnie Rosenblatt suggested that this public meeting likely cannot occur before December, based  
on the Board's schedule.

**Bill Stoughton moved to schedule a public hearing for the draft Master Plan on  
December 21, 2022, at 7pm, at Town Hall. Seconded by Tracie Adams.  
Motion carried unanimously 6-0-0.**

**4. Minutes: August 17, 2022; non-public minutes of July 6, August 3, & August 17,  
2022; September 7, 2022; September 16, 2022; and September 21, 2022**

**Tracie Adams moved to approve the meeting minutes of August 17, 2022, as  
amended [Line 47: change "discussed" to "discuss;" Line 384: change "does," to  
"does not;" Line 409: change to "as it is written;" Line 438: "including by some  
former Board members"]. Seconded by Tom Silvia.  
Motion carried 4-0-3 [C. Dokmo, C. Yates, and T. Quinn abstaining.]**

**Chris Yates moved to approve the non-public minutes of July 6, 2022, as amended  
[include correct tally of votes with members present]. Seconded by Tom Quinn.  
Motion carried 4-0-2 [C. Dokmo, T. Adams abstaining.]**

**Tracie Adams moved to approve the non-public minutes of August 3, 2022, as  
amended [include correct tally of votes with members present]. Seconded by Tom  
Quinn.  
Motion carried unanimously 6-0-0**

**Tracie Adams moved to approve the non-public minutes of August 17, 2022, as  
amended [include correct tally of votes with members present]. Seconded by Tom  
Quinn.  
Motion carried 4-0-3 [C. Dokmo, C. Yates, and T. Quinn abstaining.]**

**Tracie Adams moved to approve the meeting minutes of September 7, 2022, as  
amended [Line 492: change "is" to "if;"]. Seconded by Tom Silvia.  
Motion carried unanimously 6-0-0**

**Tracie Adams moved to approve the meeting minutes of September 16, 2022, as  
presented. Seconded by Chris Yates.  
Motion carried unanimously 6-0-0**

The Board tabled discussion of the September 21, 2022, meeting minutes to its next meeting.

**5. Any other business that may come before the Board**

**Chris Yates moved to adjourn at 7:24pm. Seconded by Cynthia Dokmo.**

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133           **Motion carried unanimously 6-0-0.**

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135   Respectfully submitted,

136   Kristan Patenaude

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138   Minutes approved: November 2, 2022