

**PLANNING BOARD
15 Central Street
HILLSBOROUGH, NH
November 5, 2025**

TIME: 6:00 p.m. –7:50 p.m.

DATE APPROVED 11/19/25

CHAIRPERSON: Chairperson Susanne White

VICE CHAIRPERSON: Dana Clow,

MEMBERS: Andrew Morris, Steve Livingston, Bryant Wheeler, Kim Opperman

EX-OFFICIO: James Bailey III

PLANNING DIRECTOR: Robyn Payson

ALTERNATES: Cathy Houle,

Excused: Andrew Morris

Public: Tim Sutherland, Thomas Landry, Therese R. Landry, Jim Fedolfi, Clare Fidolfe, Cassandra A. Brown, Michael Pelletier, Brenda Hillsgrove, Alan Hillsgrove, Buvin Pi, Myank Patel, Don Jost, Riche' Colcombe, Laurie Jutzi, Jay Emmert

Guest: Mike Tardiff-Central NH Regional Planning Commission

Pledge of Allegiance

Call to Order:

Chairperson Susanne White called the meeting to order at 6:00 PM and called the roll. Cathy Houle was appointed to sit for Andrew Morris

Minutes

10/01/25-Steve Livingston made a motion to approve the minutes. Bryant Wheeler seconded the motion. The motion carried with Kim Opperman abstaining.

Public Hearing

Site Plan Amendment

281 Second NH Tpke (Map 11B Lot 212)

Myank Patel

Robyn Payson read her Plan Review to introduce the application. (see attached) The applicant needed a waiver for a landscape plan. Once that waiver is granted the application will be complete and ready for review by the Board.

Mr. Patel presented his waiver application.

Steve Livingston made a motion to grant the waiver Dana Clow seconded the motion the motion carried unanimously.

Dana Clow asked about the project going before the Planning Board instead of the ZBA first. He proposed that should the ZBA make any changes that affect the plan that the applicant has to return to the Planning Board for additional approval.

November 5, 2025 - Planning Board Meeting Minutes

Steve Livingston made a motion to accept the application. Dana Clow seconded the motion. The motion carried unanimously.

Myank Patel presented his application to locate a gas station on the rear of the property. The applicant has received DES approval for the gas station.

Jim Bailey asked if the pump area was going to be paved. Mr. Patel said it was.

Chairperson Susanne White opened the public hearing.

Alan Hillsgrove said there is no land. There is .07 acres and they want to put a modern facility in. Before there were just 2 pumps in front of the door. He said there were a couple of test wells and they never went in to correct the problem.

Robyn Payson said the Department of Environmental Services deemed this site clean and that it didn't need any further action.

Jim Fedolfi said there are big concerns about the intersection and traffic. He said he won't know what happened until they go back to the statehouse. He said the members of the committee were more concerned about that intersection than the one at Dunkin Donuts.

Chairperson Susanne White said the Central NH Regional Planning Commission had that intersection as number 1 on the project list and the Department of Transportation just removed it from the 10-year plan.

Dana Clow asked if the state had already made the takings for the Kat's corner round a bout? So if the funds ever turn up it will be done?

Brenda Hillsgrove asked about lighting. She said her bedroom window is at the Corner Store Side so it's going to affect their house with lights going 24/7. She asked about the traffic and bathroom facilities because there will be more people using the facilities. She also complained about water draining from the parking lot on to her property.

There was discussion about water draining from the parking lot and Dana Clow said the drainage would stay the same.

Mr. Patel said there would only be lighting on the canopy which would be downward facing. He said he would make sure everything was protected and far away from their property.. He said the gas station would not be 24 hours. The hours of operation will be from 6:00 am to 10:00 pm. In the winter it will close early.

Brenda Hillsgrove said Mr. Patel didn't answer the question about the bathroom facilities.

Mr. Patel said they have bathroom facilities right now and if further down the road it needs to be changed they will upgrade to the standards that are necessary.

Dana Clow asked if the bathroom facilities were in compliance now.

Mr. Patel said the bathrooms are up to the right standard.

Dana Clow said the Building Inspector will make sure.

November 5, 2025 - Planning Board Meeting Minutes

Riche' Colcombe asked if it could be put into the conditions that their lights could be comparable to Night Sky requirements.

Robyn Payson said there are lighting standards that were comparable to the Night Sky ordinance that were already in the Site Plan Regulations.

Dana Clow asked for a lighting plan.

Mr. Patel said the only lighting is the canopy lighting, and they are all facing down.

Dana Clow asked if there were any free-standing lights for the parking lot.

Mr. Patel said there are wall packs on the building.

Riche' Colcombe discussed the traffic issues on the corner. She asked if it was in our purview to contact DOT to also approve a project in this area given the fact they know about the possible round-about in that area. The round about is not currently in the 10-year plan but next year that could change. She said there is no way of knowing if that 10-year plan is fixed.

Robyn Payson said DOT has been notified about the project. They asked her to send them plans which she did and has not heard from them since and they knew when the hearings were.

Dana Clow said as long as they have made the necessary takings then the opportunity to make the changes might ultimately require some change in traffic pattern.

Riche' Colcombe said that the different agencies don't often talk to one another so it would be good to check in with DOT.

Tim Sutherland said he had a question about the leach field. When the state took part of that land by eminent domain it looks like they took their leach field. He said when he drove by he saw a fair amount flowing out of it. He wanted to confirm that there was enough land to move the leach field back on to the property if the state owns that land.

Dana Clow asked if the leach field was on their property or if they know where it is.

Mr. Patel said he doesn't see it in this particular lay out.

Mr. Sutherland reviewed the plan and where he believed the leach field and the well was.

Mr. Sutherland said that in the past there have been run off issues.

Brenda Hillsgrove described the runoff.

Dana Clow asked what that had to do with the subject property.

Brenda Hillsgrove said she was concerned with the runoff coming from the subject property on to her land.

Thomas Landry spoke of the traffic problems and speeding through the intersection. He said something had to be done there.

November 5, 2025 - Planning Board Meeting Minutes

Chairperson Susanne White suggested he contact the Department of Transportation.

Dana Clow responded to Brenda Hillsgrove by stating the new area that will involved the pumps and tanks is graded off to the east it is graded out towards route 9 and away from her property. So the area where the improvements are happening and that grading is in accordance with his plan is going to be in the opposite direction of their land. That should not exacerbate the problem that exists.

Ms. Hillsgrove said the water now runs from the Corner Store and down across their property.

Dana Clow said according to this plan that will not change.

Ms. Hillsgrove said it will change because she will hire a lawyer.

Mr. Landry said no matter what is said the water will find it's way.

Ms. Hillsgrove asked for someone to come out and see where the water is coming from.

Dana Clow said the parking area around the store is paved so that is not going to change the drainage from the store. The new area that is going to be paved will go in the opposite direction.

Chairperson Susanne White had a concern about the leach field.

Kim Opperman said it has to be on his own property.

There was further discussion about the well and septic location.

Michael Pelletier said he wanted to point out a small issue on the plan. He said the well was shown on the wrong location.

Chairperson Susanne White closed the public hearing and asked the Board for comment.

Bryant Wheeler said he wanted to see a new plan and that this one didn't look right. It should have the leach field on there and he didn't think the well was in the right location.

Dana Clow said there are definitely some issues that have been raised as to whether this has anything to do with this property currently. Whether this is an active field servicing this building or if there is a more contemporary leaching field with a raised bed with a pumping chamber. It's important that be identified.

Kim Opperman said he had a question about the grading Plan. They are not changing anything on the grading except where the pumps are.

Dana Clow said it was unfortunate that the engineer was not present to explain this plan and answer these questions.

Kim Opperman said they needed to address drainage on the entire site. He is only showing drainage where the pumps will go.

Dana Clow said it can be said the only place on the property that is being altered is where the pumps are and nothing else is being altered

November 5, 2025 - Planning Board Meeting Minutes

Kim Opperman said we are hearing problems from the neighbors.

Bryant Wheeler said he thinks that it's important to be a good neighbor.

There was further discussion about the traffic and that GASIT hearing about the 10 year plan and the round about being dropped.

Mr. Patel asked for the Board for specific guidance on what they need.

Susanne White made a motion to continue the first meeting in December (12/3/25) and that they submit with new plans which identify the sanitary system specifically, the septic and the leach fields and the location and identification of the wells and the protected radii, labeling the contours for the existing grades for the entire site and a photometric plan including any new lighting. Their engineer should be present at the next meeting to be able to answer technical questions.

Dana Clow seconded the motion. The motion carried unanimously.

WORK MEETING

Mike Tardiff came to the meeting to discuss several subjects.

He discussed the updating the Natural Resources and the Transportation Chapter.

He discussed the updating of the Cluster Ordinance and Tiny Homes.

There was a brief discussion about the size of Tiny Homes.

Mike Tardiff brought the final version of the Housing Survey which will be posted on the Town Website and social media. Steve Livingston made a motion to accept the survey in its final form. Kim Opperman seconded the motion the motion carried unanimously

Robyn Payson discussed the proposed warrant articles that were primarily based on the Legislatures decisions. Her goal is to have the public hearing on the zoning before Christmas.

Following discussion there will be updates made to the articles and they will be presented at the next meeting.

Accept Survey

186-194 West Main Street (Map 11P Lot 340)

Robyn introduced the survey to the Board that needs to be accepted by the Board. There are no changes to the site. Steve Livingston made a motion to accept the survey. Dana Clow seconded the motion. The motion carried unanimously.

There being no other business, Steve Livingston made a motion to adjourn. Kim Opperman seconded the motion.

Meeting Adjourned 7:50 pm

Respectfully Submitted,

November 5, 2025 - Planning Board Meeting Minutes

Robyn L. Payson, Planning Director