

**Brentwood Planning Board**

**Minutes**

**May 21, 2020**

**Members Present:**

Bruce Stevens, Chairman  
Ken Christiansen, BOS rep  
Steve Hamilton  
Mark Kennedy  
Town Planner Glenn Greenwood

**Open**

Chairman Stevens opened the meeting at 7:00 pm.

**Board Business**

The Board signed the manifest.

**CA Extension Requested:** Jesse Elliot Subdivision 213.031.000 (original CA 4/5/2018) extended CA expires 6-6-2020. Mr. Elliot asked for another 6-month extension to **December 6, 2020**. Board discussed. Stevens said at some point he needs to decide what he wants to do. Greenwood added you either subdivide it or you don't. Stevens suggested extending this time and at this next point he needs to decide. He can record it and could always merge the two back together if necessary. Mr. Elliot should talk to Glenn before it expires in December.

Motion made by Hamilton, 2<sup>nd</sup> by Kennedy, to grant the 6-month extension on the conditional approval for the Jesse Elliot subdivision to December 6, 2020. All were in favor. Motion carried.

**ECS/Bob Bent Bond:** 209.011.000 - 236 Rte. 125. Bond Amount \$22,000.00; silt soxx, detention pond 1 and 2, and misc. Bickum said he is adding another building there.

Motion made by Kennedy, 2<sup>nd</sup> by Hamilton, to accept the bond amount of \$22,000 that was recommended by the Town Engineer, Steve Cummings. All were in favor. Motion carried.

Stevens suggested a site walk to make sure materials are being kept back from the property lines. The town line runs through there as well. The Board proposed scheduling a site walk for **Monday, June 1<sup>st</sup> at 5:15 pm**. A rain date would be Wednesday, June 3<sup>rd</sup> at 5:15 pm. A copy of the plan should be present at the site walk. An agenda will be posted with the location, date & time of the site walk. The public is welcome to attend.

**Nici Automotive Services, LLC:** The Board is in receipt of a letter from NH Dept. of Safety, Division of DMV, re: permit/license for **Nici Automotive Services, LLC**; tax map 217.026.000; units #5, #6 and #7 at 106 Route 125) for a retail dealer auto permit/license and inspections. This use has been allowed at this site in units #5 and #6 since Dec. 17, 2015. This is a renewal of the same but adding unit #7 as well.

Motion made by Hamilton, 2<sup>nd</sup> by Christiansen, to approve and sign the state permit form for Nici Automotive to add unit #7 to their retail dealer and inspections permit. All were in favor. Motion carried. The form was signed by the Chairman and Bickum will email it back to the NH Dept of Safety, Division of DMV (*copy on file*).

**Sealed RFP's:** The Board opened the sealed RFP's from Engineering Firms. Nine (9) RFP's were submitted from the following firms; Stephens Associates, Weston & Sampson, TR Selling Engineering P.C., TEC, Milone & Macbroom, Underwood Engineering, Dubois & King, Civil Construction Management Inc., and Steve Cummings, PE. The Board members took copies of the RFP's to review. Greenwood will review all

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submissions and put together a comparison spreadsheet based on the criteria from the RFP that they were asked to respond to. The Board will review the comparison spreadsheet at a later date upon which the Board's selection of possible candidates would then be called in for an interview; to be posted on the meeting agendas.

**June 4<sup>th</sup> PB Meeting Location Change:** Due to extreme Covid concerns, the Board has decided to meet at the **Brentwood Community Center** for the June 4<sup>th</sup> public hearing. The meeting's agenda will post the new location and a sign will be posted on the door of the Town Office. The Board was not in favor of holding a Zoom meeting.

**Approval of Minutes:** Motion made by Hamilton, 2<sup>nd</sup> by Christiansen, to approve the minutes of **May 7th, 2020** as presented. All were in favor. Motion carried.

Motion made by Hamilton, 2<sup>nd</sup> by Kennedy, to adjourn at approximately 7:40 pm. All were in favor. Motion carried.

Respectfully submitted,

Andrea Bickum  
Administrative Assistant,  
Brentwood Planning Board