

**Town of Londonderry Special Meeting**  
**Board of Selectmen & Planning Commission**  
**Wednesday August 10<sup>th</sup>, 2016**  
**Minutes**  
*Approved August 15, 2016*

**1. Call meeting to order**

**Select Board Members Present:** Steve Prouty, Will Reed, Paul Gordon, Bill Wylie  
**Planning Commission Members Present:** Larry Gubb, Josh Wengerd, Sharon Crossman (arrived at 5:10 p.m.)  
**Others Present:** Bruce Frauman

**Steve Prouty called the meeting to order at 5 p.m.**

**2. Additions or deletions to the agenda**  
**None.**

**3. Town Office Planning Project**

- Discussion of wetlands assessment findings and request for additional information and visual of location. Option to get a quote on delineation from Arrowood Environmental.
- The Board needs to determine which ADA access they want – front, rear, or both.
- Paul indicated that 90% of the access to the bottom floor when completed would be accessible for a lift or elevator or such means and it would make sense to meet the ADA needs and have the remaining accessibility by what the lift or elevator.
- Larry shared that we need to make sure we meet code and have access for fire egress.
- Larry suggested grading second entrance option and not finishing it, for possible future development.
- Josh said that we need to have one ADA access for the basement as the idea is to make it usable space. There is also the need for ADA access on the first floor.
- Steve questioned if we had the access at both levels, would we no longer need a lift or elevator? Stephanie said it could be less expensive. Josh and Larry indicated we would not need an elevator but would still need a lift.
- Because we don't exactly know where the wetland is, it is hard to pick one option or the other because we also have drainage to deal with for alleviating moisture in the basement to make it useable.

**Will made a motion to contact Arrowood Environmental to determine the cost of delineation of wetlands. Bill seconded. Motion passed with all in favor.**

- Larry said that the PC had made recommendations to the Board but that there were remaining options that the Board had to choose from. Such as which ADA access choices.
- Bill asked about drainage pipe grading, Josh said they could work with it to have the grade work with the stairs and walkway.
- Stephanie read an email from Steffanie Bourque from Marble Valley Engineering from August 9 (attached).
- Larry explained, pick what we want for a walkway option and then once they understand where the wetland area is, it could be augmented accordingly.
- 3000 sq. ft exemption for wetlands possible.

- Sharon asked that MVE needed to know what option so we they can proceed accordingly with their contract and adjust based on wetlands.
- Steve said he felt that he was okay with doing away with the front loop. Paul said he thinks whatever we can do to get access in the back door. He does not see may people using a long walk around the front when there is a shorter option. Bill said that made sense to him.
- Paul asked for the Planning Commission opinion.
- Sharon said she recalled that the longer route was an option because the handicap access into the community room might interrupt activities.
- Josh explained option A is \$11,617 and Option B as almost \$25,000 because while it's shorter, its more involved. Paul asked about – it was said we had talked about being plowed. Sharon said making it smaller and using small equipment might be more cost effective. Steve said plowing would be more cost effective.
- It was asked if it was ever talked about putting spaces below and accessing by the Town Garage Road. Steve said he would still be in favor an access on the back for better aesthetics and consider the front for the future.
- Larry explained that once MVE gets the information on the wetland they would make any adjustments to the plans and prepare the RFP. If 4B does not work, then we would look back at the other options. Will was concerned about tossing out the idea. Of course if 4B came back much more expensive, then the Board would look at other options. Will said the 4A cost being only \$11,000 seems unrealistic. Steve agreed and that the amount of land it would tear up in the process are concerning. He thinks that 4B might be under budget as well.

**Paul made a motion to look at option 4B for ADA accessibility as our primary option, depending on determination of wetlands delineation. Will seconded. Motion passed with all in favor.**

#### **4. Adjourn**

**Will made a motion to adjourn. Paul seconded. Motion passed with all in favor.**

**Meeting was adjourned at 6:00 p.m.**