

**FARMINGTON PLANNING BOARD**  
**153 Farmington Falls Road**  
**March 11, 2024 – 6:00 p.m.**  
**Minutes**

Planning Board members present: Mike Otley, Lloyd Smith, Craig Jordan, Clayton King, Gloria McGraw and Jeff Wright.

Alternate members present: Michael Guerrette.

Members unable to attend: Judith Murphy.

Others present: Code Enforcement Officer, Steve Kaiser; Code Assistant, Kate Foster; Nate Holt of Acorn Engineering Inc; Curtis Robinson of Port City Architecture; Sue Pratt of Franklin County; County Commissioner, Lance Harvell; Matthew Foster representing the Town of Farmington Parks & Recreation; abutter John Barrett; and other members of the public.

In the Absence of Chair Judith Murphy, Vice Chair Mike Otley led the meeting.

Mr. Otley opened the meeting at 6:00 p.m.

**1. Pledge of Allegiance**

**2. Designate alternate members, if needed**

Mr. Otley designated Mr. Guerrette as a voting member in the absence of a regular member.

**3. Review minutes of February 12, 2024**

Mr. Wright made a motion to approve the minutes of February 12, 2024 as written.  
Mr. Smith seconded the motion.

VOTE: 5 – Affirmative      1 – Abstained      1 – Absent

Motion carried.

Mr. Otley verified with the Board that they were okay with changing the agenda and addressing the 24-FP-01 application first.

**4. 24-FP-01**

**Town of Farmington**  
**306 Main Street / U14-33**  
**Hippach Field fence rebuild**

Mr. Otley introduced the applications and verified who was present to represent the application.

Matthew Foster introduced himself as the Town of Farmington Parks and Recreation Director. He stated he is looking to rebuild the wood sections of the fence along Main Street for Hippach Field. Mr. Foster said the metal and wood sections of fence between the brick

pillars are in disrepair from winter damage and he's researched the best way to rebuild to make it look better and be durable – which is replace the wood fencing with brick. The brick walls and pillars there now are over 100 years and still in good shape. The project has been authorized by the Board of Selectmen and funding has been addressed.

Mr. King made a motion to accept the application as complete for review.  
Mr. Smith seconded the motion.

VOTE: 7 – Affirmative  
Motion carried.

Mr. Foster continued by stating that he is looking to take out the wood sections in between the brick pillars on the Main Street side of the fence and replace it with brick with a new foundation/footing meeting MUBEC specs. He said he and Steve Kaiser met with Third Party Inspector Tim Toothaker at the field to look the site over and finalize specs. Mr. Foster said the brick will cost more than wood initially but will be cheaper in the long run as it won't need repair every spring. He added that it will also help the field because there is a lot of road noise that interferes during events that will be eliminated with a brick wall.

Mr. Guerrette stated he is pleased to see this project moving forward.

Mr. Wright asked who was going to be doing the mason work.

Mr. Foster stated that the job will go out to bid.

Mrs. McGraw, Mr. King, and Mr. Jordan stated they thought it was a good project and did not have any questions.

Mr. Smith asked when this project will start.

Mr. Foster replied that he is hoping to get it done in two phases as it is a busy location. Research online showed roughly 60,000 visits to Hippach Field last year. He said he thinks the goal that would work best would be to do the sections by the pool area by the end of June before the pool opens and then the section from the grandstands to the intersection afterwards - with hope of completing it by the end of the summer - but they are at the discretion of the availability of the contractors.

Mr. Otley stated he thinks this is a great project that should have been done a long time ago and the brick will keep the kids safer.

There being no further questions or comments, Mr. Otley called for a motion.

Mr. Wright made a motion to approve the application as presented.  
Mr. King seconded the motion.

VOTE: 7 – Affirmative  
Motion carried.

**5. 24-SR-02 & 24-SS-02  
Franklin County  
123 County Way / U23-40-A  
8,700 SF multi-use building**

Mr. Otley introduced the applications and verified someone was present to represent the applications.

Mr. Jordan stated he rents to the District Attorney's office and feels he should step down as a voting Board member for these applications.

At this time Mr. Jordan stepped down from the Board and joined the audience.

Mr. King made a motion to accept the applications as complete for review and to review them together.

Mr. Smith seconded the motion.

VOTE: 6 – Affirmative

Motion carried.

Sue Pratt, ARPA Coordinator for Franklin County, introduced herself and who she was accompanied by - Curtis Robinson of Port City Architecture, Nate Holt of Acorn Engineering, and County Commissioner Lance Harvell. She stated that they have developed plans for this project which will be on the existing site of the Franklin County Jail, Dispatch Center, and Sheriff's Office. Mrs. Pratt said the new building will house the Sheriff's Office, the Emergency Management Agency, Franklin County IT, and a possibility for the County Administrations Office. She added the most important addition is a training facility and meeting rooms for County staff.

Nate Holt introduced himself as the engineer for the project and gave an overview of the plans, noting the orientation of the building facing County Way to match the current buildings, parking areas in the front and side, two driveways for vehicle circulation, four light poles around the edge of the parking lot, landscaping, utilities connecting into the existing services on County Way, and a new septic system to the left of the building. He said there will be a crushed stone drip edge to collect runoff from the roof eaves for storm water control, several catch basins in the new parking area, and all of the site drainage will be conveyed through a new storm drain system that will connect into Route 27 - a significant upgrade.

Mr. Holt added that they received the Letters of Review from the Department Heads and the only comments were from the Fire Department to provide a Knox Box and meet NFPA codes which they will do and it is addressed in the application.

Mr. Guerrette appreciated Mr. Holt's mention of the Town's Comprehensive Plan in the application and asked if this was full mitigation of the drainage issues on the entire site.

Mr. Holt replied no, they are not attempting to fix the drainage issues for the entire site - just this new building.

Mrs. Pratt added that they upgraded the drainage system on the site with ARPA money a year ago and they've not had any issues since.

Mr. Wright stated the plans were very good and he didn't have any questions.

Mrs. McGraw asked if there would be any impact on Kashke Drive lots and nearby wetlands.

Mr. Holt replied that there would not be as they have addressed storm water management requirements and the wetlands are quite a distance away on the opposite end of the property.

Mrs. McGraw asked why there were five individual bathrooms.

Architect Curtis Robinson replied that the number of bathrooms was dictated by there being so many different departments, a need to separate public from private, with the Sheriff's Office separately accessed.

Abutter John Barrett stated he lives on Kashke Drive and there is one corner lot, lot three, that floods a lot and wasn't sure if it would affect it more or not.

Mr. Holt replied stating the site is flat and will not affect those lots.

Mr. King and Mr. Smith did not have any questions or comments at this time.

Mr. Otley stated the plans looked great and asked if the fuel tanks that are currently on site were going to be moved.

Mr. Holt replied and said the fuel tanks will remain but the parking area next to it will be removed. He added that they made sure to meet the required setbacks from the fuel tanks.

Mr. King asked if there was going to be a Clerk of Works assigned to this project.

Mrs. Pratt replied the Clerk of Works is provided under their construction management protocol, which they have already hired to take care of this responsibility.

There being no further questions or comments, Mr. Otley called for a motion.

Mr. King made a motion to approve the Site Review and Soil Erosion/Stormwater applications as presented.

Mr. Smith seconded the motion.

VOTE: 6 – Affirmative

Motion carried.

At this time Mr. Jordan rejoined the Board as a voting member.

## **6. Other Business**

Mrs. McGraw asked about the addition going onto the Ice Cream Shoppe in West Farmington and if it would be closer to the floodplain.

Mr. Kaiser replied that the Board approved the addition with added parking in 2019 and he was not able to do the construction until now due to COVID delays.

Mr. Kaiser stated Avesta Housing will be bringing in amended plans to be signed at the next meeting because they did not record them in time at the Registry of Deeds and the acreage on the plans had to be corrected.

Mr. Kaiser stated that at the 3/12/24 Board of Selectmen's meeting they will be considering a Credit Enhancement Agreement (CEA) for the Edgewater Village project. The Board of Selectmen will discuss it first in executive session and later have a public meeting once the CEA is drafted – which is done by an attorney for the Town at Avesta's expense. Avesta has proposed this CEA as a way to close a funding gap.

Mr. Kaiser stated Randy Cousineau is looking into other possibilities for his parcel on the corner of Knowlton Corner Road and Wilton Road. A developer is interested in putting up an urgent care clinic that looks like the one by Shaw's in Auburn.

Mr. Smith asked if Randy Cousineau ever developed the property on the Red School House Road that the Planning Board approved in the past.

Mr. Kaiser stated he hasn't done anything with it yet.

There being no further business or discussion, Mr. Otley called for a motion to adjourn.

Mr. Smith made a motion to adjourn the meeting.

Mr. King seconded the motion.

VOTE: 7 – Affirmative

Motion carried.

The meeting was adjourned at 6:30 p.m.

Minutes respectfully submitted by Kate Foster.

---

Planning Board

---

Date