

**TOWN OF TUFTONBORO  
PLANNING BOARD  
August 19, 2021  
APPROVED MINUTES**

**Members Present:** Matt Young, Chairman, Gary Qua, Vice-Chairman, Bill Marcussen, Selectmen's Representative, Carol Bush, Kate Nesbit, Tony Triolo, Members.

**Members Absent:** Laureen Hadley, George Maidhof, Members.

**Staff Present:** Lee Ann Hendrickson, Administrative Secretary, Roberta French, Administrative Secretary.

*Chairman Young opened the meeting at 7:01 PM at the Tuftonboro Town House.*

**I. Public Comment**

No public present.

**II. Approval of Minutes**

**July 15, 2021**

**Corrections:** Page 1: approval of July 8 minutes was moved by Matt Young, not Gary Qua, and seconded by Gary Qua, not Carol Bush; Page 2, Where it said Gary Qua noted storm water would run to the abutter's property, there would be minimal storm water impact. It was a question "Would storm water run to the abutter's property?" Page 1: Section III. Carol Bush asked if it was a monopole with no branches, what she asked was it a monopole "with" branches. Page 6: Peter's last name--corrected spelling is Sluski.

**It was moved by Gary Qua and seconded by Tony Triolo to approve the July 15, 2021 Planning Board minutes as amended. All members voted in favor. The motion passed.**

**III. Public Hearings**

**Elaine Littlefield**

**Tax Map #56-4-4, 760 Northline Rd.**

**Site Plan Review – Home Occupation**

Matt Young explained that Home Occupancy is permitted in the Town of Tuftonboro in all zones, and explained the definition of a Home Occupancy.

Elaine Littlefield spoke, said business would be at the corner of North Line Road and Federal Corner Road, about six years ago they built a barn in which the upstairs is a craft room and the downstairs would be the boutique. She brought some samples of items she would be selling: handmade handbags, cement products, paper art with handmade frames and mats, hats, inspirational fun products such as mugs and cards. She stated the shop would be open during the summer two to three days a week May through October.

Matt Young asked about the square footage of barn and area in question.

Elaine Littlefield said it is a 16 x 20 barn, 35 ft. back from the house, it is 324 feet, and the downstairs is 1,036 feet.

Matt Young stated that square footage is less than the 50% requirement, so that is all set.

Kate Nesbit asked if she made her own frames.

Elaine Littlefield replied yes.

Gary Qua asked if she would have employees.

Elaine Littlefield replied no.

Matt Young asked how many customers she expected a maximum at one time.

Elaine Littlefield replied maybe 20-25, at the most, 20 maximum.

Matt Young stated that he still has questions, and doesn't have all of the answers yet, and she would need about 17 waivers. He recommended a site visit.

**It was moved by Gary Qua and seconded by Carol Bush to accept the jurisdiction over the application. All members voted in favor. The motion passed.**

**It was moved by Bill Marcussen to open the public session, and seconded by Tony Triolo. All members voted in favor (6-0).**

**It was moved by Bill Marcussen and seconded by Kate Nesbit to continue the public hearing to 9/2/21. All members voted in favor. The motion passed.**

**Verizon Wireless and Town of Tuftonboro  
Tax Map #30-3-4, 69 Sodom Road  
Site Plan Review; Installation of a new wireless telecommunications facility  
Application and Public Hearing continued from July 15, 2021**

Verizon Wireless: Scott Anderson, Brian Ross, Oscar Swarez, and Sohail Usmani

Matt Young asked if we were expecting Ivan of IDK Consulting.

Lee Ann Hendrickson stated that he knew the meeting was tonight, but that Ivan did not reach out to her.

Scott Anderson said that they had sent a letter agreement to the abutter, Diane Honeycutt, saying that the tower was not 100% of its distance, it's only 50%, and that we don't have enough room to put in that additional 10 foot buffer. Brian had an initial conversation with the character of the dwelling unit in the surrounding neighborhood, and that he would get together with applicant to go over some of the things to make it easier. He recommended that the application be continued to September 2.

Matt Young stated that the area in question was to the right of the sand shed at the town garage, and asked if applicant had an easement?

Scott Anderson stated he is contacting the abutter to get the official thing we agreed to. The ordinance requires towers to be 100% of their height from the boundary, or you can reduce that to 50% if we find that it's an improved design and better for the town. It's those siting considerations that put us this close to her property. Her house is quite a ways back on the lot and there is a tremendous amount of vegetation in the area. We're asking the board to reduce that to about 53%. The issue with the 10 foot buffer. Driveway access to the site is between the security fencing and the retaining wall, because it's sloped there, which only gives us a few feet. But there is a lot of vegetation, particularly along the property line. The idea is to cover the fenced area, and the equipment. She would have no visibility of the tower due to vegetation.

Matt Young asked about the 25 ft. buffer required.

Scott Anderson There is a specific 10 foot buffer requirement in the site plan review application for cell phone towers. He passed a new document around with tabs A through E. showing plans. Storm water drainage: We had Dewberry due a letter explaining why they don't think any further storm water mitigation. We will be regrading, area was 950 square feet. The plan is designed to have no significant impact.

Matt Young: How big is the area?

Brian Ross: It's about 36 x 50, and that will be crushed gravel.

Gary Qua: When you put that drive up around there, you're going to be leveling that area out?

Scott Anderson: Yes.

Matt Young: How are we bringing power into this?

Scott Anderson: There will be an underground line that is shown running from utility pole (Z4) comes in kind of separate from access drive and underneath the access drive and then pops up beneath the fence. It goes from the street pole to the existing pole against that shed, and then drop on the ground from there.

Bill Marcussen: It will go overhead from the street pole over to the little fuel shed, then go underground.

Gary Qua: Just so everybody understands, you are leasing an 80 by 80 square foot area along with the road.

Scott Anderson: Yes. We have the 80 x 80 tower compound area, and then we have an access easement for the roadway, and a utility easement for that comes out from the street pole.

Gary Qua: And within that 80 x 80 you intend to build a 50'x50' fenced in area that will house equipment and antennae.

Scott Anderson: Yes, I think it's like 8 or 9 foot, with barbed wire on top, and chain link fence blockade surrounding the compound.

Carol Bush: On the other applications for the Tuftonboro Neck tower you had shown areas where you might lease to other carriers? What is the situation here?

Scott Anderson: Similar. You can see again on this Z4 there are some dashed boxes within the fence compound, showing, in theory, locations for three other carriers. And we do the same thing on Z5, we show that the pole is structurally capable of maintaining three more. We have to build the pole so that it is sufficient if there more carriers came on. The town is going to have a whip on top of our array, and shows the level of our antennas at 120 feet. It's important to design the tower so that it's available for co-location, but we don't know if anyone will ever show up to use it. If anyone else does, says, AT&T, your ordinance requires new that the existing tower works. These are those same photo simulations replacing the monopole with the monopine tree. The big issue with the monopines is that the as seen on this outer shot is that when you see a lot of the pole sometimes the branches can make the tower look larger. But when you're farther away, and you see some of the simulations where only a portion of the top of the tower can be found. Then if it's a monopine it's almost invisible, because you're farther away, and the branches of the monopine tend to blend in with the branches of the surrounding vegetation.

Matt Young said that Diane Honeycutt's house is 800 ft. out,

Gary Qua said that was his only question, was "Does she see it from her house?"

Carol Bush said her house faces the other way, toward the lake (speaking to the house that is directly located opposite the highway garage).

Gary Qua asked which type of pole would be used, original non-flush installation, or flush mount.

Scott Anderson said that the original one was the non-flush mounter you could do what's called a "brownstick" because they're installed inside and you don't see the antennas. The problem with the flush mount is that it would have to be tight to the pole, radios installed inside, and you would need more levels, and because of that it would have to be taller than a pole that has the non-flush mount.

Gary Qua asked where they would use that type of application.

Scott Anderson said they used it in Scarborough, down by the beach, where we had a concentrated area and the people were okay with the tower being 20 feet higher if it had a smaller visual foot print to see. To cover a broader area, like here in Tuftonboro, it would have to be a lot taller.

Oscar Swarez said with the flush mount there is a limitation as to putting the radios next to the antennas, so the radios have to be mounted inside the shelter and then a co-ax has to be brought either inside the pole or external, and if you have two or three carriers then, imagine the co-ax.

Gary Qua asked is the maximum number of carriers that could be added is three.

Oscar Swarez said it depends on the height of the pole and each antenna has two center lines on the pole, and you're going down six levels, so, in order for someone to go down six levels that's 60 feet lower than the highest carrier.

Matt Young asked how many carriers the tower could hold.

Scott Anderson said structurally it could hold three additional carriers. What it means is that a flush-mounted 120-foot pole can hold half as many co-locations on it.

Matt Young stated that he just looked at Google Earth, and Ms. Honeycutt's house faces in the opposite direction.

Scott Anderson said that we're at 120 feet, which is a pretty low base. Because of the mature vegetation here in Tuftonboro it wouldn't be that visible.

Brian Ross talked about a monopole with 1-5/8" cable, goes directly to radio, because they're behind the antennas.

Gary Qua asked about the life expectancy of the cable.

Brian Ross said the co-ax cable doesn't do the same thing as fiber optic cable. That's the issue they're running into now, is that they can't put the radios up near the antennas, so those sites are starting to lag behind on technology.

Bill Marcussen talked about liability issues with seven or eight receivers.

Brian Ross: The pole getting full, it's not going to be one carrier for 24 1-5/8" co-ax from the pole to the antenna, and then we you have four carriers it's a lot of cabling you're trying to pull through the whole thing.

Matt Young said I would imagine that as technology changes and you start adding more and more different antennas, and pushing a lot more data, the number one sign of quality is serviceability, so being able to have something you can work with. Otherwise it might be the case of tearing something down and putting something up.

Brian Ross: I'd also like to add that with the unipoles where the antennas are inside, there's a new generation of antenna that are much wider than the old ones, so when you have more equipment you would have to take the covers off, and then you would see all the antennas with the white covers off.

Oscar Swarez said if you have a unipole, you have a shaft holds equipment, the more equipment there is, the larger the shaft pole has to be. Also diplexors could take a whole ray of antenna space, that you lose space with unipole.

Scott Anderson said that the one they used in Portland as only 80 ft, lit at night, next to church, for a single carrier. We knew that nobody else was going to come it; it was just too short.

Gary Qua said we are looking at a non-flush/fiber optic install.

Scott Anderson replied yes.

Matt Young asked if co-ax cable vs. fiber optic was more problematic with lightning.

Oscar Swarez replied that they are all grounded, with a set of ground bars.

Scott Anderson reviewed waiver request (see attached). He said there would be only 1-2 visits to site per month.

Matt Young read review, in reference to board's ability to reduce height in Section 13.4.3. Would like to hear from structural engineer as far as fall zone.

Brian Ross said after we get done with this process, they will order tower design and those plans are stamped.

Bill Marcussen said that it was discussed with the selectmen were negotiating with Verizon on this site, as far as the location of the pole, and that they are designed to fall on themselves and not flat out.

Matt Young asked if they are hinged or they can just fall flat out.

Scott Anderson said the bigger issue would be ice and wind, all of them are designed to crumble.

Bill Marcussen said that if it fell, it would fall on the sand shed.

Gary Qua asked what was in the building.

Bill Marcussen replied dirt.

Matt Young asked if it falls on the sand shed, is that your insurance? He asked if they could provide a document stating who is responsible. He said there's a list of buildings that shouldn't be abutting a tower, and the sand shed is not one of them. He asked if the fall zone could be reduced to 50%. The tower would be roughly 68 feet from the abutting property line. He went through the restrictions on use, and asked the board's thoughts on this.

Bill Marcussen said none of those restrictions apply.

Gary Qua asked if there were any employees that would be in the sand shed.

Matt Young answered no. He asked what was the distance between the fuel shed and the sand shed.

Scott Anderson replied less than 10 yards.

Matt Young asked is it diesel fuel?

Bill Marcussen replied regular gasoline.

Gary Qua asked how the fuel was stored there.

Bill Marcussen said above-ground tank surrounded by concrete base around it, sufficient to handle all of fuel, 110% of it. If the fuel tank is punctured, and it runs out, it will all be contained in there, and won't run out on the ground.

Matt Young said I have no problem with the XXX of the fall zone with the 50% provided the tower is designed as such to fall under the 50%, and that was provided by stamped engineering plans to the town, and also for me that Verizon agree that any damage caused to the buildings, environmental catastrophes, flying ice, was going to be on Verizon's dime, and that the town would be held harmless as such. In my opinion, the letter from the abutter for that easement will need to be reviewed by town counsel as well.

The board agreed that these requests were reasonable.

**Gary Qua made a motioned to grant the waiver reducing the tower fall zone to 50% subject to the conditions note. Tony Triolo seconded it. All board members voted in favor.**

Matt Young said the applicant has requested a waiver on the Soils Data, and said that they were disturbing a very small area. To me it seems unfair to ask for this requirement, since the entire area around it has been filled for 80 years. He asked board what their thoughts were about this.

**Bill Marcussen motioned to grant the waiver request. Carol Bush seconded it. All board members were in favor.**

Matt Young Storm Drainage, section 4.4.3F. Again, it's a very small area that they're looking to change from gravel which is non-permeable, smaller than an average house would be. He asked the board members what they thought.

**Tony Triolo motioned to grant the waiver request. Carol Bush seconded it. All board members were in favor.**

Matt Young—Traffic analysis. This is fairly minimal. He asked the board their thoughts.

**Kate Nesbit motioned to approve the waiver for the traffic analysis; Carol Bush seconded it. All board members were in favor.**

Scott Anderson said I know I have to put it in writing, but if we could address the 25-foot setback between commercial and residential uses I think it kind of goes along with the 10 foot buffer, which is a specific one which is set forth, but if you want me to put it in writing.

Matt Young said I think the issue is the tower height, I would really like to have Ivan to talk to, there is just a lot of information. Let me just read section 6.3.3.1, a 10-foot buffer requirement. Verizon Wireless is not able to meet the 10-foot buffer?

Scott Anderson: The security barrier is more than 10 feet away, but the driveway comes up, there's the salt shed is around the corner. The site plan on the original application is Z4 shows the property boundary with the abutter is that one kind of to the right and so the driveway will come in, there will be a retaining wall built to deal with the fact that it slopes off. So in between the retaining wall and the property boundary we don't have 10 feet.

Matt Young asked how much room do you have between the property boundary and the retaining wall?

Scott Anderson said 9 feet.

Matt Young asked if the retaining wall would be sloped backwards.

Oscar Swarez replied the top where the driveway is going to be will be flat. The wall will be vertical, not sloped, and varies in height from 3 feet to 7 feet, because of the slope. The highest point will be about 7 feet.

Scott Anderson said the grade will be below the wall.

Bill Marcussen asked you can't get another foot?

Matt Young said if you tilted that back, you wouldn't need that.

Scott Anderson said if you look at where that property is, it's in the middle of a tremendous amount of vegetation on Ms. Honeycutt's side of the land.

Matt Young said they're going to have to excavate about four feet down, and put good soils under that, which means any vegetation would die with the roots being disturbed. Any existing vegetation you have there is going to die.

Scott Anderson said I think this 10- foot buffer requirement is to provide buffer around the equipment installation/the fence, and the problem would be that the ground where we would be planting, if you're going to squeeze out another foot, it's going to be below the wall, it could be from 8 feet to 3 feet high, so even if you were standing on Ms. Honeycutt's property , and put in a row of arborvitaes like we normally do, it's going to be so low that you're going to see the equipment installation above it on the driveway level. What we were talking to her about, is because her property is that all the vegetation in that area is going to do a far better job of buffering, than any additional shorter plants we would put in. Structurally give enough room for vehicles to turn around, that's why the parking area and turnaround was designed the way it was, we felt like the addition of a few trees wasn't going to do much.

Gary Qua said so you're saying on her property she has sufficient foliage.

Scott Anderson said yes, very dense. And her driveway is 50-60 feet away from the property line and her house is 300-400 feet away. Even driving in and out she won't be able to see this with the existing vegetation.

Matt Young asked what the construction of the wall was going to be.

Oscar Swarez said pre-fab blocks. We haven't done an actual design yet, but those big blocks. It's called MSC, I think?

Gary Qua asked how close are you?

Scott Anderson said we can put all of this in without cutting on her property.

Gary Qua asked if there would be root structure damage.

Matt Young said I think her trees would be fine.

Bill Marcussen said you're talking about this wall being one foot from the 10-foot buffer. If you look at the fenced area, couldn't you move the fence one foot the other way and just shift everything over a little bit?

Matt Young said I think that would be a ton of engineering for a foot.

Bill Marcussen said instead of a 50 x 50 foot compound just have a 49 by 50 foot compound.

Matt Young said if you had nine feet on one side and added one foot of bushes next to the fenced area, to me, that fills the requirement. That would eliminate the need for that waiver.

Scott Anderson said as like a line of arborvitaes along the fence itself? I appreciate the idea that if you're close, why can't we figure out a way to make it work.

Carol Bush asked if it would be difficult to move the fence.

Scott Anderson said no, we can do that easily; we'll just move the fence.

Matt Young said okay, that will be a condition of that waiver.

Scott Anderson said so you're going to wait on the tower height with Ivan, and I'll supplement this to remove the buffer requirement, and add the 25-foot commercial next to residential provision in, and modify that.

Matt Young said the waiver for the soils data has been granted, the storm drainage waiver has been granted, and the waiver for the traffic analysis has been granted. The neighbor has agreed but not in writing. I want Ivan to walk him through this in person. The board wants it done right so they don't have to add another tower later.

Kate Nesbit asked if the municipal wall generator was double-walled.

Matt Young asked if it would require additional sound insulation with more carriers.

Scott Anderson said another three carriers would increase the decibels from 50 to 58. If you spread out the generators and add more sound buffer, it brings it back to 50.

Scott Anderson talked about MPE (radio frequency), from page 5 of Ivan's report. The percentage is 2.85 with Verizon Wireless and with three additional carriers it was be 10.6% total emissions.

Matt Young suggested that the board members do a ride-by to look at the property, and said to Scott Anderson that we would need a letter from the Fire Department for both projects.

***Gary Qua made a motion to continue the hearing until 9/16/21; Tony Triolo seconded it. All board members voted in favor.***

**Verizon Wireless and Town of Tuftonboro  
Tax Map #55-2-6, 189 Middle Road  
Site Plan Review; Installation of a new wireless telecommunications facility  
Application and Public Hearing continued from July 15, 2021**

Scott Anderson stated that Verizon Wireless would be installing a swale, and that Ivan Pagacik of IDK Communications reported the storm water management would be improved over what is existing there now.

The other waivers requested were for soils data, traffic report and height.

There is one changed to the plan. They added a farm gate to prevent people from driving up to the site (same as on Eaglemere).

Matt Young stated that we would wait and talk with Ivan of IDK before going over the height waiver.

Matt Young stated that one of the hiking trails would be re-located at the cost of applicant, and questioned whether the hiking trails are considered a recreational facility.

**Tony Triolo motioned that the hiking trails do not constitute a recreational facility, and Carol Bush seconded the motion (“guidance vote”). All board members voted in favor.**

Matt Young said that the report came back that the area in question for the Soils Data waiver was an old gravel pit, so that requirement is unnecessary.

**Tony Triolo motioned to grant the waiver for Soils Data; Kate Nesbit seconded the motion. All board members were in favor.**

Matt Young asked about the construction of the tower, as far as collapsibility.

Bill Marcussen suggested that there was little likelihood of a tower falling on someone on a hiking trail on a windy day.

Scott Anderson stated that there was no conservation easement on the subject property.

Matt Young said applicant should talk to the Fire Department, and confirmed that the Town could put their communications tower on top of it. He suggested that the board members do a ride-by to look at the property. Also, the Board would wait to discuss the type of pole to be used until they talked with Ivan of IDK Communications.

**Tony Triolo made a motion to continue the hearing until 9/16/21; Carol Bush seconded it. All board members voted in favor (6-0).**

#### **IV. Discussion Item**

##### **a. Master Plan Steering Committee Update**

Gary Qua stated the Committee met on 8/4 and went over plans. He has preliminary data that has to be filled in with charts. It can't be finished until October. U.S. Census data is not all out yet; he discussed town tax-deeded properties, and the two lists were discussed. The committee's next meeting is 9/1, and the next chapter would be natural resources, land use, and mapping. The committee decided not to get

together at Old Home Week, as they can't do anymore surveys. He would like to do another postcard to residents.

Bill Marcussen stated that all of the mapping is available on the GSI site online.

**V. Other Business**

McWhirter appeal of 2020 Camp Belknap site plan review approval. The court sided with the town, except for that "the Board should have explicitly stated, out loud, that each of the waiver requirements had been met."

A site visit to Elaine Littlefield's place of Home Occupancy would be planned for 6:15 p.m. on 9/2, before the next Planning Board meeting.

**VI. Public Comment**

No public present.

**IV. Adjournment**

**Gary Qua motioned to adjourn the August 19, 2021 Planning Board meeting and Carol Bush seconded it. All members voted in favor. The motion passed.**

*There being no further business before the Board, the meeting adjourned at 9:10 p.m.*

Respectfully Submitted,

*Roberta French*

Roberta French