



Town of Albany, NH  
Planning Board Monthly Meeting  
Dec 9<sup>th</sup>, 2024

Call to Order: 6:34

Attendance: Sean Wadsworth (Chair), Morris West (Vice Chair), Curtis Coleman, Bryan Bailey

Excused: Amalia Torres (Alternate), James Drouin (Select Board Rep),

Public: Anthony Ruddy, John Tedeschi, Sam T. Johnson, Josh McAllister (HEB)

Morris West made a motion to approve the October 14<sup>th</sup> 2024 minutes. Bryan Bailey seconded. The motion carried 3-0-1. Curtis Coleman abstain.

Curtis Coleman made a motion to approve the November 11<sup>th</sup> minutes. Bryan Bailey seconded. The motion carried 4-0-0.

Sean Wadsworth opened the Public Hearing for the Application/Proposal of a Major Subdivision of Map 3 Lot 37 by Habitat for Humanity at 6:36. This is a continuation of the Public Hearing that was first opened on November 11<sup>th</sup>, at the previous months' APB meeting.

On November 26<sup>th</sup> Joshua McAllister of HEB Engineers submitted updates/revisions to the application for Major Subdivision of Map 3 Lot 37. Items as follows:

- 1 NHDOT Driveway permit has been approved, and submitted to the Town of Albany
- 2 Bonding: HfH requests that the issuance of a bond naming the Town of Albany the Obligee, be considered as a condition subsequent to final approval and be required to be executed prior to construction. Further included in the condition should be that the lots associated with the subdivision shall not be offered for sale prior to the receipt of the bond by the Town of Albany.
- 3 Surety: In HEB's experience as both a representative for the applicant on similar projects and as a Town's Representative for construction inspections, a plan for inspections is typically prepared by the 3rd party engineer that would conduct the construction inspections and agreed upon by the Town and the Applicant prior to the start of construction. Entering into an agreement associated with 3rd party inspection and providing funds for the associated cost should be a condition subsequent to final approval and required that the agreement and funds are provided prior to the start of construction. Additionally, HEB proposes to the Town of Albany that the 3rd Party Engineer funds be received by the Town outside of the bond and placed into an escrow account. This would allow the Town to have access to funds to pay the 3rd party engineer whereas if the cost was included in the bond amount, those funds would not be available to the Town. The applicant requests that payment of the escrow funds and execution of the inspection agreement are conditions subsequent to final approval and that construction shall not commence until these actions are completed.



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- 4 The cul-de-sac indicated on the plans presented to the Planning Board at the meeting on November 11, 2024 depicted a cul-de-sac with a 120-foot radius. The project does not propose a greenspace island as outlined in the plans to ensure emergency access around the cul-de-sac and for ease of winter maintenance. A Waiver Request Form for the greenspace island is attached.
- 5 NHDES has approved the subdivision permit
- 6 The centerline of the roadway has been staked out at every half station

Curtis Coleman asked about the frequency and intensity of the 3<sup>rd</sup> Party inspection. Josh McAllister recommended that milestone inspections be scheduled, which would amount to approximately 6-8 inspections.

Josh McAllister stated that if approved, Road Construction would be scheduled to begin in Spring 2025.

Bryan Bailey asked about the 3<sup>rd</sup> party inspector possibly being HEB. Josh McAllister stated that this practice has and does occur on other projects in other towns. If the Town of Albany approves the Major Subdivision Plan, then HEB's work for HfH is completed. At which point Mr. McAllister could take on the role of 3<sup>rd</sup> party inspector/Engineer representing the Town of Albany without conflict of interest.

Public Hearing closed at 6:50

Bryan Bailey made a motion to approve the application for Major Subdivision of Map 3 Lot 37 as revised and resubmitted on November 11<sup>th</sup>, including items 2 Bonding and 3 Surety listed above as conditions of approval, and item 4 Waiver request for cul-de-sac (without a vegetated island/greenspace) approved. Curtis Coleman seconded. The motion carried 4-0-0.

A Notice of Decision will be sent to Josh McAllister representative for HfH for the approval of the Major Subdivision of Map 3 Lot 37

Curtis Coleman made a motion to adjourn. Bryan Bailey seconded. The motion carried 4-0-0

Next meeting to be held on January 13th at 6:30

Respectfully submitted,

Sean Wadsworth – Chair/Secretary