

**WOODSTOCK PLANNING & ZONING COMMISSION  
SPECIAL MEETING**

**THURSDAY, MARCH 17, 2011, 7:30 P.M.**

**WOODSTOCK TOWN HALL, LOWER LEVEL, Room 1 – 7:30 – 8:30 p.m.**

**MINUTES**

**I. Call to Order – 7:30 P.M.**

- II. Roll call** - Dave Fortin, Chair Jeff Gordon, Delia Fey, Fred Rich, Travis Sirrine, Joseph Adiletta, Dorothy Durst, Gail Dickinson (7:40).  
Others present: John Navarro, Allan Walker, Mitch Eaffy, Chandler Paquette, Tina Lajoie, Leslie Eldredge, Julie Woodland, Carolyn Derrico, Erick & Patty Taylor, Norma Jean Loftus, Dan Very, Clarence Lariviere, Kathy Yocum, Carl Abissi, Leila Philip, Wendy Melady, Debra Lanzoni, and others

**III. Chairman's Report**

**IV. Review of the Town's Scenic Road Ordinance**

Chair Gordon summarizes the reason for the special meeting as being a discussion of the types of work on scenic roads that pertain to the Scenic Road Ordinance. It was decided that the Ordinance, itself, would not be reviewed at this time since all parties are well informed due to this being an agenda item for several months now.

**V. Creation of a Working Document of Maintenance and Improvement of the Town's Scenic Roads**

John Navarro was asked to speak about the type of work that is needed to maintain the scenic roads. Navarro has provided a listing of planned work relative to maintenance and improvements coming up on the schedule. Extra copies are available for the public. Normal maintenance of scenic dirt roads would be cleaning the roadside gutters, keeping brush and dead trees and branches cut back, spreading gravel on the roads, grading to re-establish ground and dust control in certain areas. As far as tarred scenic roads, normal maintenance would include making sure the road surface is in good condition, patching pot holes, chip sealing, overlay of fresh asphalt. Bradford Corner will need to be totally reconstructed and this will require major drainage upgrades. Navarro states that he sat down with Fey to discuss and he admits that he doesn't completely agree with what PZC has determined to be maintenance / improvements and created the spreadsheet for clarification as to BOS / Highway interpretation. Majority of projects are maintenance issues. As far as the road surface, Navarro is willing to apply a different material. With mud season, they have been spreading inch and a quarter stone over muddy areas. Material change is viewed as an improvement on Blodgett's summary and he disagrees and views it as normal maintenance. Mitch Eaffy, Selectman, states for the record that the maintenance on scenic roads, and all

roads in this town, is foremost for the safety of the citizens and as a board that is their first and most important charge and priority. Emergency vehicles need to have access to all areas and maintenance on these roads is of utmost importance.

(Gail Dickinson in attendance at 7:40 p.m.)

Durst comments on Blodgett's draft document regarding maintenance and concurs with Navarro as to the changes he has made since Blodgett refers to "seasonal" and unfortunately he is not present to make any corrections on the record. Adiletta reiterates Eaffy's concern as to BOS's charge to ensure safety for all town roads but, in addition, PZC and BOS are also responsible for upholding the Scenic Road Ordinance and an understanding of how to enforce both should be agreed to by all parties. Navarro explains a couple of safety issues that will need to be addressed this year. The first is on the west end of Pulpit Rock Road where there is a box culvert that meets Rte 171 and the plan is to extend that box culvert on the corner turning onto Pulpit Rock from the south. There is an extremely dangerous drop off there that was supposed to be addressed years ago. The other safety issue is on the east end of Barber Road between Barlow Cemetery and Perrin Road at the intersection of Barlow Cemetery Road. This is a drainage problem that needs to be corrected ASAP. Memo from Navarro as submitted:

"To: Planning & Zoning

From: John Navarro, Director of Public Works

Date: March 17, 2011

Subject: Scenic Roads Project

Below is a list of scenic roadways that the Department of Public Works would like to work on as time allows:

**Barber Rd:** Normal Maintenance. Clean roadside gutters, gravel, grade and dust control on the gravel section of this road. Install catch basin at intersection with Barlow Cemetery Rd. This will alleviate a safety issue by draining a puddle at this intersection which is a problem in all seasons (turns to ice in winter, big puddle of mud the rest of the year).

**Bradford Corner Rd:** Basic reconstruction is normal maintenance but this project will require the addition of culverts, catch basins and drainage pipes.

**Bull Hill Rd:** Normal Maintenance. Clean drainage ditches and roadside gutters, gravel, grade and dust control (2011)

**Center Cemetery Rd:** Normal Maintenance. Clean roadside gutters, gravel, grade and dust control. Re-grade lawn in front of cemetery to meet road (this is a request from Sexton, Mark Parker), loam and seed. This small project will help alleviate a safety issue by allowing for safe parking for funeral services at the cemetery. (2011)

**Pulpit Rock Road:** Normal Maintenance. Clean roadside gutters, gravel, grade and dust control in certain areas. Extend culvert on Rte 171 end at Taylor's Corner (Safety issue: Outlet is dangerously close to turn-on at south side).

**Quarry Road:** Normal Maintenance, Gravel and Grade. Add 3 cross culverts (going up grade toward Ryan's way) to eliminate washouts and reduce erosion. All other scenic dirt roads will be graveled and graded.

These maintenance and upgrade projects will be done as our schedule permits. All dirt roads will be graded and graveled this spring."

Eaffy states that the BOS relies on their Public Works Director, John Navarro, because he has 15 years of experience and has road master status. When he approaches the board with potential safety issues, they don't hesitate to approve and generally defer to him. The ordinance is very clear on the fact that it is the BOS's responsibility as to safety. Dickinson responds that the town attorney has interpreted the ordinance and has found that it is the PZC's responsibility to decide what is considered an improvement, alteration or just maintenance. The fact that this is a safety issue doesn't mean that it will not be approved however a public hearing must be scheduled according to the Town Ordinance. Further discussion ensued on how to better clarify these terms and when and why the BOS may classify any given proposed work as maintenance. If a situation is deemed to be a safety concern, BOS do not want to be put in the position of making people wait until after a public hearing is completed before addressing and resolving. PZC agrees that with any emergency situation, common sense would prevail. Navarro was questioned on whether Pulpit Rock Road was actually widened in certain sections and he stated the drainage ditches were cleaned and although it may appear as though the road was widened, he contends that the town was reclaiming the drainage ditch. Navarro stated he follows the best management practices. The intent may have been maintenance but to the residence on the road, the perception was an improvement.

**MOTION BY ADILETTA/DURST TO HOLD A PUBLIC HEARING TO REVIEW THE STATUS OF WORK PLANNED FOR SCENIC ROADS FOR MAY 19, 2011. MOTION CARRIED UNANIMOUSLY.**

Durst would like to work with Mr. Navarro on definitions. PZC would like public input:

- Dan Very, 1869 Rte 197 – How many hours are dedicated to annual maintenance of these roads? *Two weeks to a month in the spring and in the fall. 9.83 miles of unimproved dirt roads scenic, but over 24 miles of dirt roads total in town. Travel portion of roads are normally 20 feet in width. Drainage ditches could be anywhere from 4 ft to 8 ft and this could be misconstrued as widening.*
- Clarence Lariviere, Center Cemetery Road – Asked about the use of asphalt millings. *They will no longer be used on scenic roads per Navarro.*
- Kathy Yocum, 134 Pulpit Rock Rd – Follow-up on millings and whether they intend to remove them on Pulpit Rock. *If it is required, they will per Navarro.* She recommends stone dust, crushed granite to replace millings. *Navarro states stone dust mixed with smaller aggregate would be acceptable but would require public hearing since a foreign material.* Further discussion on removing asphalt on Pulpit Rock Rd.
- Carl Abissi, Center Cemetery Road – States the highway department does a great job on maintenance. County Road area is eroding. Any plans on enlarging culverts and improving drainage on eastern end of Center Cemetery? *Drainage near cemetery needs extensive work, per Navarro.*

- Norma Jean Loftus, 104 Pulpit Rock Road – Delighted to see BOS, PZC and public discussing issue. Asks about putting together a committee to review. Alteration needs to be better defined.
- Leila Phillip, 287 Pulpit Rock Road – Her drive goes at the top of Taylor Brook. She appreciates concern on safety. She would like to raise question of widening and safety. She believes gradual widening is making the road less safe. It was documented as 14 ft at one time but now 22 feet. She proposes changing the procedure in building up of the road surface to avoid ditches on each side that are collapsing and creating less safe conditions.
- Wendy Melady, Bull Hill Road – Asks for further documentation and would like electronic version of Navarro's memo.
- Erik Taylor, 92 Pulpit Rock Road – He agrees with Leila Phillip's comments about ditches but has respect for Navarro's position with the town and his ability to do the work. The nature of the road has changed since 1986 when designated as a scenic road and there is now more traffic, especially the section starting at Old Hall Rd going westerly. He is concerned as to road being inaccessible and problems with emergency vehicles getting to their home and safety concerns with the current status of Pulpit Rock. He provides additional information as to wetlands issues based on his education in that field.
- Kathy Yocum, 134 Pulpit Rock – She would like elaboration on dust control. *Per Navarro, calcium chloride is used. No herbicides on scenic or dirt roads. On other roads, Tru Green uses two chemicals.*
- Clarence Lariviere, Center Cemetery Road – Speaks about drainage and safety needing to be addressed ASAP.
- Dan Very – Asks if residents would consider using a different neutral color of asphalt millings or crushed brick, a product that blends? Clarence Lariviere states the issue is more that it hardens and defeats the purpose of a scenic road. *Navarro touches on material used, as stated in his document that depends on what it is mixed with as to whether it hardens. Also, all millings that were stockpiled were free to the town.*
- Patty Taylor, Pulpit Rock Road - Would like to know out of the 38 residents on Pulpit Rock Rd, how many were offended by the use of millings and believes there should be a vote and the majority rules. She would like to work with the highway department to identify a substrate that does not wash out. The Taylor's would like to appeal the designation of Pulpit Rock being a scenic road.
- Mitch Eaffy, Selectman - Commented that when Navarro came to them last summer asking about using these free millings as an experiment, they were hopeful and happy to save the taxpayers thousands of dollars.
- Leila Philip, 287 Pulpit Rock Road – Was asking whether the town has looked at economics of building the crown up as an alternative to extensive ditching. Erosion coming into Taylor Brook is a concern.

- Norma Jean Loftus - Points out ordinance ensures by language that the road needs to be passable. She claims that she is able to pass the road with her vehicle and doesn't believe safety is an issue.
- Debra Lanzoni, 37 Pulpit Rock Road – Disputes Loftus' claim that the road is passable and challenges board members to travel the road from end to end.
- Delia Fey, Town Planner - Questions recommendation from resident as to building up the road and removing the need to have swales. Leila Philip is not an expert but trusts Peter McFarland's recommendation and for residents to consider alternative solutions.

To summarize, public hearing will be scheduled in May. April meeting will be about reviewing items identified by the public and seeking anything additional to flush out ahead of time before the public hearing.

**VI. Discussion of Proposed Scenic Roads Work by the Town Highway/Public Works Department**

**VII. Citizen's Comments**

**VIII. Adjournment – 8:50**

**MOTION TO ADJOURN BY RICH/SIRRINE. MOTION CARRIED UNANIMOUSLY.**

Respectfully Submitted,

Tina M. Lajoie, Clerk  
Planning & Zoning Commission

**DISCLAIMER:**

***These minutes have not yet been approved by the Planning & Zoning Commission. Please refer to next month's minutes for approval/amendments. Please note that the audio recording is the legal record of the meeting.***