



Selectmen Work Meeting 9/4/2018  
Approved Minutes

**Present:** Selectmen Bernie O’Grady, Louise Lavoie; Kathy Wile, Kevin Maxwell, Jake Olson

**Called to Order:** The meeting was called to order by Bernie at 7:09 PM.

**Work Meeting:**

Selectmen both read through notices of decision from ZBA and PB regarding the special exception for the Driving Range. Also read through the final version of the Driving Range Business Expansion Plan. Focus was on compliance with required conditions for the concert coming up on Sept 21<sup>st</sup>. Questions centered around issues of the safety/security plan, including police details, fencing and emergency access and EMT coverage; lighting requirements; and sound control/stage compliance.

**Safety/Security Plan**

Chief Maxwell said that Nicole had reached out to him regarding a security plan, and they had had a productive preliminary meeting, with a follow up meeting to include a representative from the security company hired by the Range for the event scheduled for Weds, Sept 5. In addition to meeting at the PD there will be a walk through at the Driving Range. Chief Maxwell wanted to be sure what compliance items he was to be looking for.

Concerning Police Details – State Police had contacted him saying that the Range had contacted them to ask for details for the event. When Mason PD offered that detail to them, the response was they were not willing to take on that event. Chief Maxwell will still need to fill the detail spots with other local officials, and will be billing the Range at the \$70/hour rate.

He will report back to BOS after the meeting to keep them up to date.

Concerning Fencing – There were references in both decisions to fencing across the face of the pond, surrounding the alcohol and concert areas. Safety fencing or roping are the only descriptors, found in the ZBA decision. Currently there is some rope fencing up, rest of areas should be fenced as well. Question was raised if fencing should be up any time the expanded alcohol and/or parking areas are in use as well.

Concerning Emergency Access – PB Site Plan had very detailed diagrams and descriptions about how all 3 parking areas were to be laid out, marked with cones and stakes to mark aisles. Questions raised about who is the trained parking crew, where is the training coming from. How will areas be marked out, and does the Fire Chief need to inspect for accessibility for emergency vehicles. Nicole Ruggiero said the security company handles parking and trains their own people; it will be addressed in the security plan as well. They are considering chalking out parking aisles instead of stakes and cones. Emergency access point, per note 17 in the site plan, is to be marked with cones and or stakes, and manned at all times. Fire Chief should be contacted and have the option to approve plans put in place before event starts. Chief Maxwell raised the question of having FD truck and ambulance/EMS

onsite during the event – Nicole said 2(two) EMT’s have been hired. Should the security company be asked for their recommendation?

Chief Maxwell’s other concern is regarding vehicles entering and leaving the one exit will be handled; this should be addressed by the security plan as well.

Concerning Lighting – Chief Maxwell asked if lighting was under his jurisdiction as part of safety? It was noted that site plan calls for solar lighting to be placed along the pathway to the overflow parking at A1 Services and by the porta potty area, as well as roof mounted lighting for the existing parking lot. No additional roof mounted lights were mentioned. Concern expressed about need for lighting in expanded parking area; Nicole offered she has rented parking area lighting

Concerning Performance Platform/Sound Control – Building Inspector Jake Olson said the last permit issued was for the platform as it existed, a temporary open structure. Sandford Engineering had issued him a report certifying structural design and components for the existing structure. The improvements specified in the site plan would be a “phase 2”, drawing on specifications in the ZBA decision, PB Site Plan, business plan and memorandum of understanding. It was noted that skirt boards and railings have been done, though not permitted or approved at this time. The Range has subcontracted with a sound production company for sound and lighting. They are also responsible for monitoring decibel levels and keeping a log of measurements.

The concept of sound decoupling was discussed, mostly in terms of what that looks like, how minimal that can be as long as required decibel levels are not exceeded, and sound level vs vibration as irritants potentially impacting abutters. Jake offered the need to define and then assess compliance for sound decoupling as the way to approach the issue. The possibility of bringing in the sound expert to the next BOS meeting was raised; Nicole will see if that is possible, pending room on the meeting agenda.

There will be more conversation with selectman Moser, who was unable to attend the work meeting, and his input will be considered along with information regarding the Chief’s meeting with security company representative.

Chief Maxwell said he and Nicole had discussed the idea of having a debriefing meeting to discuss what worked well or didn’t work, what else came up that had not been anticipated and what ways to handle new concerns. BOS will be notified when that is to occur.

**Adjourned:**

There being no other business, Bernie motioned, second from Louise to adjourn. The meeting was adjourned at 9:01 PM.

Next regularly scheduled meeting will be Monday, September 10, 2018 at 7:30 PM at the Mann House.

Respectfully Submitted,  
Kathy Wile  
Administrative Assistant