

PLANNING BOARD
Monday, August 2, 2021
Public meeting convenes at 7:00 p.m.
Appointments scheduled to begin at 7:30 p.m.

Present: James Corliss, John Koopmann, Roland Vollbehr, Joe Brodbine Bob Maibusch, Maria Bissell, Jon McKeon, Joe Parisi and Fran Shippee.

Call to Order

James Corliss called the meeting to order at 7:01 PM.

Seat Alternates

Review of the Minutes

July 19, 2021

Joe Brobine moved to approve the minutes from July 19, 2021, as presented. The motion was seconded by Roland Vollbehr and passed unanimously.

Appointments (7:30)

Items for Discussion (7:00)

Economic Development Committee

Corliss noted that it is the Planning Boards understanding that the EDC is frustrated with the way the Planning Board presents to the public and how it works. Corliss noted that the Planning Board thought that it may be useful to have a conversation to see if the two boards can get closer into alignment. Corliss noted that the missions are the same in some ways, but the Planning Board has a regulatory approach to things. Corliss noted that when Phil Shaw was on the EDC, he spent a lot of time with him going over what the Planning Board does. Ron Rzasa noted he is the Chair of the EDC and was not given any information from the previous Chair as he left unexpectedly due to personal reasons. Rzasa noted that the Planning Board has a tough job and he understands what the board members go through. Rzasa noted he is glad the two boards are meeting and are willing to help each other. Rzasa noted that right now it appears there is a lot of fear in the public of going before the Planning Board because they are anti-business. Corliss noted that the last big business before the board was Headwater and he believed they had a positive experience. Corliss noted that he thought about the letter the Planning Board received from the EDC. Corliss noted that the hard part about applications is getting documentation that describes the project in a way that can be approved. Corliss noted that a lot of time is spent asking for items that are required for approval. Corliss noted that the Planning Board is not allowed to advocate for an applicant or give advice as that can be seen as having already made a decision on an application. It was noted that the EDC can assist and advocate for a business. Parisi noted that one of the keys to an application is that the Planning Board is ultimately approving drawings and therefore the papers get critically reviewed.

Parisi noted that some of the details may not seem important to the applicant or the public, but it has the Planning Board members signatures on it, and we want to make sure it is correct. Rzasz noted that the people that go to the EDC do not always take the advice given and that can be frustrating as well. Rzasz noted that they do encourage all potential applicants to do their homework and go before the Planning Board for a conceptual consultation. Rzasz noted that the EDC is trying to formulate a piece of paper that explains what the Planning Board is looking for so the EDC can be of more help. Rzasz noted he does need more information and experience. Rzasz noted that other Towns appoint one person to make sure the documents are ready for the Planning Board. Corliss noted that Chesterfield Planning Board does a review all together as a group in a meeting. John Pieper noted that from the applicant's viewpoint, they do not know what to give the board and then the hearing drags on for months. Corliss noted that it helps when an applicant is present for the review for completeness and can hear the comments from the board and make necessary adjustments prior to the public hearing. Koopmann noted that there was a checklist being developed previously and maybe those documents are available somewhere. Corliss noted that the Planning Board members cannot sit down and chat with applicants or potential applicants and give advice as the members need to remain impartial. Corliss noted there are Right-to Know laws the Planning Board needs to follow. The EDC would like copies of the applications with the checklists. Lachenal will send them along to the EDC. It was noted that the checklist gives the corresponding regulation. Parisi noted that the most powerful tool that an applicant has at its disposal is a conceptual consultation. Parisi noted that it can delay things by a couple of weeks, but it seems like it would be worth it. Corliss noted that people speak with Lachenal and ignore her advice and then come to the board to find out that her advice was good advice. Corliss noted that the board's hands are tied as all board members need to remain impartial and if advice is given or the board tells the applicant what to do, then the board is not impartial. The board needs to make sure that it is looking out for the best interest of the entire town, the abutters and the applicant. Pieper noted that he was frustrated with the application for Camp Spofford when the Planning Board made them go back a few times regarding parking on the grass area twice a year. Corliss noted that part of why the Planning Board made them add that to the site plan is so that they are allowed to do that no matter who is on the board and who is the Code enforcement officer. McKeon noted that if it was not on the plan and code enforcement got a complaint, they would not longer be allowed to park there. It was noted that adding that to the plan was to protect the applicant and the Town. Brodbine noted that to the public and the applicant, it may seem like nitpicking, but the final approved plans are what people will be using to know what is allowed and what is not allowed for many years to come, and therefore the minor details are very important. McKeon noted that the EDC could potentially look at property in Town that may be good to rezone for future business. Rzasz noted that this meeting was a good start and he looks forward to meeting again in the future.

Selectboard input on Watershed

Corliss noted that the Planning Board asked the Board of Selectmen for input on this issue. Shippee noted that the Board of Selectmen have decided to put together a committee. Shippee noted that the committee is to be made up of people that were not previously on the committee to give it a fresh set of eyes. Parisi noted that the listening session held by the Planning Board was good and encouraged the Board of Selectmen to read the minutes from that meeting. Lachenal will send the minutes from that meeting to the Board of Selectmen. Bissell noted she is willing to be on the committee if the Board of Selectmen would like. It was noted that any ideas should be backed up by expert opinion and not just be the thoughts of the committee.

September Schedule – September 6th Holiday

September 6th is a holiday, and the meeting is cancelled. The board will hold a meeting on September 13th in its place if there is things to be discussed. The meeting on the 13th will be cancelled as well if there is nothing on the agenda.

Items for Information

Brodline noted that the Change in Use application says PSNH. Lachenal will look at it. Parisi asked about the work being done on Route 63. Shippee noted that it is a single-family home site.

The Planning Board received an email SOP. The intent from the Board of Selectmen was to have all email correspondence go through a Town email. All emails regarding Town business should cc the appropriate secretary and should request the person receiving the email reply all so that everything goes through a Town owned email.

Corliss noted that attorney client information is not discoverable. McKeon noted that it can be and it should be available for the Town to decide if it is discoverable and not only available on personal email. Parisi noted that it should be clearly marked as Privileged information in the subject line to make sure that everyone knows that is the case.

It was noted that the grammar on the SOP could use some work.

Other Business

Bissell noted she would like to talk about the CIP at the next meeting. Lachenal will add to the agenda. It was noted that Hanzalik was going to ask the Board of Selectmen after the last meeting about who is doing the CIP and if they use the one generated by the Planning Board. McKeon noted that per RSA, the Planning Board is responsible for the CIP.

Items for signature

Adjournment

Jon McKeon moved to adjourn at 8:32 P.M. The motion was seconded by Joe Parisi and passed unanimously.

The next meeting will be held at 7:00 PM August 16, 2021, at the Town Offices.

Respectfully Submitted by:

Patricia Lachenal

Planning Board Secretary

Approved by:



James Corliss, Chair

18AUG2021

Date