

**Town of Boscawen
PLANNING BOARD
Boscawen Municipal Complex
DRAFT MEETING MINUTES
Tuesday, May 4, 2021 at 6:30 PM**

Present: Mark Varney—Chair; Fred Reagan—Vice Chair; Barbara Randall; Gary Tillman; Roberta Witham; Lorrie Carey —Ex-Officio; Rhoda Hardy
Paul Dickey —Alternate Ex-Officio,

Staff Present: Kellee Jo Easler—Planning & Community Development Director; Crystal Tuttle—Recording Secretary

Guests: Web Stout— Surveyor; Jeff Burd— Engineer; Tom Berkeley— Property Owner/ Developer; Dean Hollins— Public Works Director; Tim Kenney— Boscawen Fire Chief

Chair Mark Varney opened the public meeting at 6:30pm.

Chair Varney read off the Covid-19 Public Meeting Notice of Telephonic Meetings, which reads as follows: In light of the state of emergency declared by the Governor on March 13, 2020, and to respond to the COVID-19 pandemic, the chair has determined that an emergency exists and that accordingly, until further notice, (a) members of the board may attend all board meetings telephonically, without the physical presence of a quorum; and (b) members of the public who wish to participate in hearings may, on request, participate telephonically or submit comments in writing to be included in the record of the hearing.

Roll call completed by Crystal Tuttle.

Minutes

Mrs. Martin recommended correcting line 53 to “Penni” for Pennichuck, and line 67, adding a space before April. Director Easler recommended correcting line 49 to the correct spelling of Mr. Burd, Engineer and also line 79 to COM not IND.

Motion to accept minutes with changes made by Mrs. Randall, Seconded by Mr. Tillman. All in favor. None Opposed.

Director Easler notified the Board of the CNHRPC appointments for Mrs. Randall and Mrs. Hardy.

Chair Varney motioned to accept these appointments.. Ms. Carey seconded. All in favor. None Opposed.

Old Business:

Director Easler presented the updated Rules of Procedure to the Board for acceptance, with the following changes per legal counsel: Article I, correct the spelling of “statute,” page 4; 7 Article 10 VI, Remove last sentence; VII also remove last sentence.

Mrs. Martin made the observation that going forward, Chair Varney should be the last to vote per Rules of Procedure.

Chair Varney motioned to accept Rules of Procedures as amended. Vice-Chair Reagan seconded. All in favor. None Opposed.

New Business:

Director Easler welcomed Mr. Stout, Mr. Burd, and Mr. Berkeley to the meeting and asked Mr. Stout to present the conceptual for a Major Subdivision for Map 183D Lot 16-1. She reminded the Board that anything discussed in this meeting is non-binding, as it is just a conceptual.

Mr. Stout presented the proposed 19 Lot Subdivision to the Board, and Chair Varney asked if there were any concerns from Mr. Hollins or Mr. Kenney. Public Works Director Hollins said he had no concerns, as he has been in contact with Mr. Stout, Burd and Berkeley throughout this process. Chief Kenney voiced no concerns as well.

Mr. Stout stated that he was planning on this application being on the June agenda. He stated that since the technical review committee meeting, the plan has changed from 16 lots to 19, all connected to sewer with a pump station. A closed drainage system with vertical granite curbing and a 1650 ft. wetland crossing is included on this plan as well. A DOT driveway permit will be needed.

Mrs. Randall questioned how the driveways for Lot 9 & 10 will be accessed, as driveways are not allowed off the tails of a hammerhead, and Mr. Stout explained the driveways will be branching off the middle of the hammerhead. Mr. Stout also explained how the snowmobile trail can possibly be moved. Chair Varney stated the Planning Board is not responsible for the snowmobile trail as this would be private properties.

Mr. Stout showed that Lot 18 will have a detention pond. Ms. Carey asked about vegetation or berms separating this Subdivision from Gage Street, and Mr. Stout expressed there were no plans for a barrier.

Mr. Burd stated that he would like to seek a waiver for the requirement of a fiscal impact study and a traffic study. Vice-Chair Reagan and Mrs. Whitham agreed that the fiscal impact study and the traffic study were important to gauge the impacts of this subdivision on the community. Mrs.

Martin would like more information about what a fiscal impact study entails. Director Easler stated that these will be discussed at the application in June.

Mr. Burd asked if the Board would like to do a site walk on the property, and Chair Varney stated this would be a good idea. A site walk was planned for 6 p.m. June 1, 2021. Chair Varney spoke on future meeting locations and the confusion about legality. The Planning Board is a regulatory board and the members of the Board can make decisions on where meetings will be held without permission from the Select Board, as long as they are held outside of the municipal building. Boscawen Elementary School would be ideal, as it has the capacity and technology available to support hybrid meetings. Mr. Burd also requested to be included on the Conservation Commission agenda for May 18th to discuss wetland impacts etc.

Chair Varney updated the Board on Exit 17 progress, it is possible construction on this roundabout could be started soon.

Mr. Tillman motioned to adjourn. Ms. Carey seconded. All in favor. None opposed.

Next meeting will be June 1, 2021 at 6:00pm

Respectfully submitted by, Crystal Tuttle.