

**Town of Boscawen
PLANNING BOARD
Boscawen Municipal Complex
MEETING MINUTES
Tuesday, September 1, 2020 at 6:30 PM**

Present: Mark Varney - Chair, Frederick Reagan - Vice-Chair, Rhoda Hardy, Roberta Witham, Gary Tillman, Loren Martin- Alternate, Lorrie Carey - Ex-Officio, Paul Dickey - Alternate Ex-Officio

Excused: Barbara Randall

Staff Present: Kellee Jo Easler - Planning & Community Development Director, Kearsten O'Brien - Recording Secretary

Others Present: Jeff Abbe- Conservation Commissioner, Lyman Cousens- Conservation Commissioner, Mark Kaplan- Conservation Commissioner, Tom Gilmore- Chair of the Conservation Commission, John Keegan- Chair of the Agricultural Commission, Edward Cherian- Select Board Chair, Michael Tardiff- CNHRPC, Stephanie Alexander- CNHRPC

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 Kearsten O'Brien.

Motion by Chair Varney to make Loren Martin a voting member for tonight's meeting. Seconded by Gary Tillman. All in favor. None opposed.

Minutes

August 4, 2020- Chair Varney motioned to accept the minutes as amended. Seconded by Mr. Tillman. All in favor. None Opposed.

Old Business:

Mark Kaplan a member of the Boscawen Conservation Commission spoke on behalf of the Commission regarding the Natural Resource Inventory. Mr. Kaplan began on page 31 of the Natural Resource Inventory and discussed the maps presented. The maps were created with community input by a survey. The maps with the highest value in natural resources have more

red and orange on it. The map to the right on page 31 shows brown which, represents land currently conserved. Michael Tardiff with Central Regional Planning Commission had added recommendations' on page 32. Lorrie Carey asked if there was a priority for the recommendations. Chair Varney believes it will be a good idea to go through the NRI and let the Conservation Commission know the stand point of the Planning Board. Ms. Carey agreed with Chair Varney. Vice-Chair Reagan stated that the Planning Board should take the time to review the NRI more and should meet again next month with the Conservation Commission and discuss the NRI further. All the Planning Board Members agreed.

Stephanie Alexander with CNHRPC has been working on updating the components of the Energy Chapter in the Master Plan. Ms. Alexander has been updating the energy expenditures from the town. Ms. Alexander will be setting up a time to meet and interview Alan Hardy Town Administrator for an update on the town's changes with energy such as, what utilities were being used in different facilities. Ms. Alexander stated that she is still on track to give the Planning Board the first draft of the Energy Chapter. Chair Varney asked if there was a focus on Solar. Ms. Alexander said yes there has been an update to the Solar Components and more data is being presented as a result. Ms. Alexander stated that the Energy Ordinance will contain information on Biomass, Residential, and Non- Residential solar. The ordinance will help determine which, Solar Permits will fall under Building Permits or require a Conditional Use Permit.

New Business:

Michael Tardiff with CNHRPC spoke about the Economic Development Chapter that will be added into the Master Plan. The chapter will touch on a lot of different items such as the EPA Clean up Grant. Another item would be the King Street project, in 2022 they will begin to collect data for the construction to begin in 2027. The Economic Development will provide information and tools to each board for utilization when dealing with applications. Mr. Tardiff also spoke about the Exit 17 development. He stated the Planning Board should be notified soon for a Regional Impact. This is a city and developer funded project, and is not funded by DOT. The roundabout idea is to have a double barreled roundabout and would need an intersection approval. Chair Varney asked if they had talked about connecting over to Sewalls Falls Road. Mr. Tardiff said that could be a potential option and part of the long term plan. Planning and Community Development Director Easler asked if Concord meets once or twice a month. Mr. Tardiff said twice. Chair Varney stated that he would like to start attending the meetings to stay up to date on the project and keep the Town up to date as well.

Land Development Regulations: Planning and Community Development Director Easler said it has been nice working with Matt with CNHRPC on the Land Development Regulations and he has done a very good job creating them for our Town. She has been able to update the applications and have a better understanding of the Land Development Regulations. There is going to be a Major and Minor Site Plan Application, a Major and Minor Subdivision Application, and a Change in Use or Change in Occupancy Application. This will allow for the developers to focus on submitting the correct documents. Easler stated she did make a few administrative word changes.

Public Hearing:

Chair Varney opened the Public Hearing for the new Land Development Regulations at 7:11 p.m.

No Public Comment, Chair Varney closed the Public Hearing at 7:12 p.m.

Motion made by Mr. Tillman to accept the Land Use Regulations. Seconded by Loren Martin. All in favor. None opposed.

Public Meeting for CIP: Mrs. Martin asked what the changes were to the CIP. Planning and Community Development Director Easler said it was for the Fire Department. The Fire Department will be taking \$280,000 out for a Mini Pumper and will be adding in a Forestry Pick-Up. The other Change was for 1-TA-2019 for the Land Use Plotter Printer for \$10,000. Planning and Community Development Director Easler said the next step is to present it to the Select Board.

Other Business:

Planning and Community Director Easler spoke with Town Administrator Alan Hardy and Fire Chief Tim Kenney about taking out, Article 6.02 b. Article 6.02 b refers to a 15ft separation between buildings. They would like to refer to the NFPA 1& NFPA101, Fire &Life Safety code and the IBC (International Building Code).

Chair Varney motioned to remove Article 6.02 b from the Zoning Ordinance. Seconded by Mr. Tillman. All in favor. None opposed.

Planning and Community Development Easler stated that Fire Chief Kenney spoke with her about adding the Fire Department to the Impact Fees. Planning and Community Development Easler said she spoke with Bruce Mayberry who developed our Impact Fee Ordinance. Mr. Mayberry said it would cost around four to five thousand dollars. Planning and Community Development Easler said if this is something that the Planning Board agrees with she would need to know soon so she can add it into her budget for next year. Chair Varney said he believes it would be a great idea considering the School and Police are involved in Impact Fees. Vice-Chair Reagan asked if this would make the fees go down. Planning and Community Development Director Easler said she believes it would go up, but Mr. Mayberry would include that in his report. The Planning Board was in agreement to add the Fire Department to the Impact Fees.

Adjournment: Motion made by Vice-Chair Reagan to adjourn. Mr. Tillman seconded. All in favor. None opposed.

- **Next meeting will be October 6, 2020 at 6:30pm**

Respectfully submitted by, Kearsten O'Brien