

Town of Swanzey, New Hampshire  
**Swanzey Planning Board**  
Meeting Minutes – September 10, 2015

*Note: Draft Minutes are subject to review, correction and approval by the Board. Review and approval of Minutes generally takes place at the next regularly scheduled meeting of the Board.*

The regular meeting of the Swanzey Planning Board was called to order at 6:00 p.m. by Chair Glenn Page. Members present: Glenn Page, Scott Self, Joe Smith, June Fuerderer, Jane Johnson, Jeff Goller, Selectmen's Representative Kenneth P. Colby, Jr., Alternate Don Skiba and Alternate Jim McConnell.

**Absent:** None

The Chair took the roll and read aloud the agenda for the meeting.

**Others Present:** Director of Planning and Community Development Sara Carbonneau, and J.B. Mack and Mari Brunner representing Southwest Region Planning Commission for Complete Streets. Resident Nancy Carlson was also present and Town Administrator Michael Branley introduced himself to the members of the Board and then left the meeting.

**Minutes:**

- Minutes from August 13, 2015 were considered. There was a **motion** by Fuerderer to approve the Minutes of August 13, 2015. There was a second by Smith and no further discussion. All were in favor. **Motion passed.**

**Regional Impact:** Board members considered whether any items on the agenda could be construed as having potential for regional impact. **Motion** made by Fuerderer that nothing remaining on the agenda could be construed as having the potential for regional impact. There was a second by Smith with no further discussion. All were in favor. **Motion passed.**

**A. OTHER APPLICATIONS –**

1. **Free-Standing Sign Application** – Bonnie's Basement and 3 Beez Ice Cream wish to install a 44.13 s.f. free-standing sign on property owned by Bruce Willard and Theresa Hebert. The property is located at 766 West Swanzey Road and shown at Tax Map 72, Lot 56-1 situated in the Business District. Discussion was held: sign will go on two granite posts which will be widened to accommodate the new sign.

**Motion** was made by Goller to approve the Free-Standing Sign Application of Bonnie's Basement and 3 Beez Ice Cream to install a 44.13 square foot free-standing sign on property owned by Bruce Willard and Theresa Hebert located at 766 West Swanzey Road and shown at Tax Map 72, Lot 56-1 situated in the Business District. There was a second by Smith, and no further discussion. All were in favor. **Motion passed.**

**B. DISCUSSIONS/OTHER BUSINESS –**

**1. Southwest Region Planning Commission regarding Complete Streets Policy Presentation and Design Guidelines**

Presentation was given by Mari Brunner. She noted that a complete street rural setting will look different from one in an urban area. She said that Swanzey roads were designated as “Collector”, “Compact Neighborhood”, “Residential” and “Rural” streets. She noted that rural roads would be exempt from the Complete Street Policy. Brunner discussed the characteristics of each category and the recommendation for the streets within the category. She also included a reference to State Routes which could be designed to improve walking and biking convenience and safety.

Mack added that all across the country there is a trend to accommodate folks with less mobility. He said that there are health benefits to communities who follow the Complete Streets guidelines.

Carbonneau noted that the policy could eventually be presented to the Board of Selectmen and they would adopt the policy, but the Planning Board should consider the policy and guidelines before deciding on a recommendation to the Board. She noted the guidelines were meant to be a checklist to be considered when roads are to be worked on. She also mentioned a commitment to continuing education.

Mack said there are exceptions to the policy in consideration that every road presents different challenges. He stressed what could be done if it is feasible – for example, striping can be done in compact neighborhoods to reduce the speed of traffic. Carbonneau mentioned the redesign of Main Street in West Swanzey could take into account Complete Streets recommendations. She also noted there was adequate parking for 250 attendees of the Whitcomb Hall Barbecue event in August with the Complete Street demonstration in place. She noted that the demonstration had a traffic calming effect.

Carbonneau recommended Planning Board members read the documentation presented so that they can make a decision to recommend (or not) to adopt the Complete Streets policy at the next meeting. There was a brief discussion about financial impact and Brunner said the policy recommends using an incremental approach. The suggestion is that the checklist of recommendations would be considered when maintenance is already planned to be done.

Carbonneau mentioned documentation from the State Route 12 Study is available for review.

**Motion** was made by Goller to review the Complete Streets documentation presented and to discuss and vote at the next meeting as to whether or not to recommend adoption of the Complete Streets Policy and Guidelines to the Board of Selectmen, second by Smith. All were in favor. ***Motion passed.***

Brunner noted that on September 19, 2015 on Marlborough Street there will be a Complete Street demonstration and on Friday September 25, 2015 a workshop will be held and Brunner offered to send registration information to interested persons.

Page thanked the visitors and they left at 6:34 p.m.

2. **Monadnock Regional Economic Status Speaker**

Carbonneau informed the Board that next Tuesday, September 15, 2015, between 4-6 p.m. at the Alumni Center at Keene State there will be a presentation open to the public regarding Monadnock regional economic activity.

3. **KG Performance Solutions**

Carbonneau introduced the topic of concerns regarding the operation of KG Performance Solutions, a local business. She said Code Enforcement Officer Jasmin has researched the business activity and a sign that he has not been permitted to erect. Carbonneau said that Jasmin learned that powder coating is part of auto repair business, but the owner has never received permission to use powder coating. Carbonneau asked the members if this should be considered separately from the original approval for the business. Page spoke briefly about powder coating work, and he said he felt that this was a different business activity than originally approved. He also noted that use of a separate building with an oven in it was not part of the original approval for the business.

**Motion** was made by Goller, to invite the owner of KG Performance Solutions, Ryan Kottke, to a meeting of the Planning Board, including going to public hearing, to seek approval from the Planning Board for the business. There was a second by Fuerderer. Page said that this is an entirely different business than what was approved at the end of Massey Hill Road. He also noted the off premise sign was not approved. All were in favor. **Motion passed.**

4. There was a brief discussion about health issues in town that are being worked on.

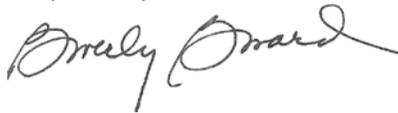
Carbonneau mentioned the Town of Winchester recently approved an ordinance for inspection of rental properties to ascertain safety and health concerns and habitability issues. She noted that health regulations can be approved by the Board of Selectmen after a public hearing and might be helpful getting a trash/litter ordinance in place, if based on health concerns.

**Adjournment**

**Motion** to adjourn was made by Goller, seconded by Fuerderer, with all in favor. **Motion passed.**

Adjournment occurred at 6:49 p.m.

Respectfully Submitted,



Beverly Bernard, Recording Secretary