

Town of Swanzey, New Hampshire
Swanzey Planning Board
Meeting Minutes – September 24, 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, Jeff Goller, Alternate Don Skiba and Alternate Jim McConnell.

Absent: Selectmen’s Representative Kenneth P. Colby, Jr. and Jane Johnson.

The Chair took the roll and read aloud the agenda for the meeting. Page seated Skiba for Johnson.

Others Present: Director of Planning and Community Development Sara Carbonneau, Selectman W. William Hutwelker III, Resident Jana Blake.

Minutes:

- Minutes from September 10, 2015 were considered. There was a **motion** by Fuerderer to approve the Minutes of September 10, 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. PUBLIC HEARING–

1. **Boundary Line Adjustment Application** - between Tax Map 45, Lot 22-2 and Tax Map 45, Lot 22-4. Tax Map 45, Lot 22-2 is owned by Steven & Diane Riley and Tax Map 45, Lot 22-4 is owned by Jana Blake. With the boundary line adjustment the total acreage of each lot will not change. The properties are situated off East Shore Road and situated in the Rural/Agriculture District.

Public hearing opened at 6:02 p.m.

Jana Blake spoke about the request to adjust the boundary line since moving a small piece was not approved by the mortgage holder. She said there is a new line going back to the original line. There will be 13.20 acres in the first piece of land; and 5.07 acres in the second piece. This requests puts the boundary line back to what it was originally.

Public hearing closed at 6:06 p.m.

Motion was made by Skiba to approve the boundary line adjustment between Tax Map 45, Lot 22-2 and Tax Map 45, Lot 22-4 on properties owned by Steven & Diane Riley and Jana Blake such that with the boundary line adjustment the total acreage of each lot will not change for land situated off East Shore Road in the Rural/Agriculture District, and to authorize the Chair to sign appropriate documents. There was a second to the motion by Self and no further discussion. All were in favor. **Motion passed.**

B. DISCUSSIONS/OTHER BUSINESS –

1. Correspondence from Kevin Leming Sr. regarding Dana’ Hot Dog Truck.

Carbonneau provided information that Kevin Leming Senior will be purchasing Dana’s Hot Dog Truck situated at 679 West Swanzey Road and is planning on continue doing business in the same manner under the name Pop’s Dog House LLC.

2. Complete Street Discussion – There was discussion about whether or not to recommend to the Selectmen to adopt the Complete Streets Policy as guidelines for maintaining existing roads. Self pointed to Page 2, Item B.(d) (iii) Exception. He suggested changes to that item: to eliminate “because of unreasonable adverse impacts on the environment or on neighboring land uses.”

Goller **moved** to recommend adoption of the Complete Streets Policy to the Board of Selectmen with the change to Item B.(d)(iii) to read as follows: The construction is not practically feasible or cost effective. There was a second to the motion by Self and no further discussion. All were in favor. **Motion passed.**

3. Doreen Adams’ Request to Place Gravel in Parking Lot of Shakour Diversified Building on Route 32 –

Discussion was held regarding a request to lay down gravel in an approximate 40’ by 40’ area at the end of the building to the south. Carbonneau said that the area is larger than 200 square feet and the business owner wants permission to put in gravel to park trucks. She noted this is the same lot as the Dinner Table restaurant. Carbonneau said the situation has not been a good one because of the way the trucks have had to park somewhat blocking passage by vehicles in and out of the lot. She said having the trucks be able to park in the new area makes parking more efficient.

Self **moved** to accept the request to lay down gravel for parking of trucks in a 40’ by 40’ area to the south of the Shakour Diversified Building on State Route 32 as modification to existing site plan, second by Skiba, no further discussion. All were in favor. **Motion passed.**

4. October 13 at 6:05 p.m. – the Water Study Committee invited to attend BOS meeting – in regard to GeoInsight monitoring of MBTE and the possibility to extend the West Swanzey Water Company to Westport Village Road with mediation funds. Carbonneau noted that it will not be a public hearing, and the Board will be limiting the amount of time allocated for GeoInsight to do their presentation. There was a brief discussion regarding the possible location of pipes and where the water might be delivered. GeoInsight has been monitoring 11 properties and Mr. Secord’s property. Carbonneau said no one is sure how much of the remediation fund could be used for improving the existing water system. Carbonneau said that the Brown family is not interested in expanding the system. Skiba noted that the water system has debt, and that could be a problem for the Town unless the debt was also taken into consideration. Carbonneau noted that the Town has no responsibility for the system at this point in time. Page said you need a reliable large storage tank to make the system work efficiently. Page

mentioned the County Jail storage tank cost nearly \$2,000,000. Carbonneau noted that the Town will not want to become financially obligated.

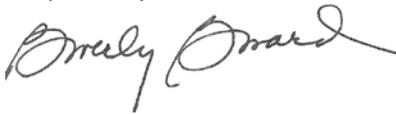
5. **Municipal Facilities Review Committee (MFRC) Update** – Skiba said the Board of Selectmen has approved seeking professional engineering and architects for improving facilities in Town. They approved contracting with Architect Katie Sutherland who did the work with Scully Architects on Town Hall and the Police Station, and Ted Fellows to look at Town Hall trusses, and Mitchell Architects for the Fire Station since these professionals already had familiarity with the buildings and work needing to be done. Page also noted having Fellows look at the Recycling Center roof with the idea of possible insulation work, and the Department of Public Works (DPW) foundation for a clear-span building for salt storage. Carbonneau mentioned the Board of Selectmen also approved electrical work at the Recycling Center. There was a discussion about a walk through for potential bidders for the work to be done. Page said that the Recycling Center has money in the capital reserve funds for the work. Skiba said the building is solid and with repairs to the roof, it could be used for storage for DPW in the future.
6. **Possibility of Expanding the Tax Increment Finance (TIF) District** - Carbonneau said there was a meeting held with Dillant-Hopkins airport officials, and Steve Bittel, William Hutwelker, and Carbonneau. She said the airport officials are looking for a new TIF district in the area of C&S hangar and potentially a number of lots that would need water and sewer. They have water, but no sewer. They are going to contact the North Swanzey Water District Commissioners to discuss further. She said Bittel was concerned about the amount of funds needed for expanding the utilities. Carbonneau noted that right now there are no taxes being generated by this section of the airport, and if it becomes part of the TIF district, it would generate revenues for the Town. Carbonneau said the airport folks were hoping that they could get on the March 2016 Warrant and she said that she didn't think there was enough time to do so. Carbonneau said that the City of Keene officials do not want to deal with wetlands or a nearby forested area.
7. **Budget Submissions are due October 7, 2015, the new Administrator is coming up to speed quickly, and there is a new water bubbler at Town Hall**

Adjournment

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

Adjournment occurred at 6:47p.m.

Respectfully Submitted,



Beverly Bernard, Recording Secretary