

MINUTES
PLANNING BOARD
September 2, 2020
Via Zoom

Present: John Schaumlöffel (phone)-Chair, Deirdre Daley-Vice Chair, Liz Freeman, Lou Alvarez, Nate Sikkila, Susan Mallet, Lou Guarino, Craig Smeeth and Debbie Deaton.

John read the "Right to Know Law Meeting Checklist" and took roll call attendance.

Minutes:

Deirdre made a motion to accept the minutes as written. Lou A. seconded the motion. All verbal votes were Aye.

Selectmen/Chair/Land Use Report:

Debbie informed the Board she mailed the letters to gravel pit owners informing them of the inspection date. She also asked the Board if they would like to switch back to the 7:00 start time for meetings. The Board agreed to keep the meetings at 7:30 for the time being.

Debbie stated Mike Sauvola has purchased the old Wood 'N Things building and is converting it to 3 apartments for which he has received a ZBA approval. She told the Board she had called the NHMA asking if he needed to have a Site Plan review since the ZBA had already approved everything. Steve Buckley said because the changes were so minimalistic, the Board can vote to waive the Site Plan Review. Liz stated our Site Plan Review Regulations state a multi-family must have a Site Plan Review. The Board would like Mr. Sauvola to attend a meeting and formally ask to have the Site Plan Review requirement waived. The Board will review the plans prior to the public hearing and vote on the request. Liz has no objection to waiving the requirement however, she feels the Planning Board should review the plans submitted to the ZBA and abutters should have the right to attend the meeting. Debbie will be in contact with Mr. Sauvola to request PDF's of the plans that were submitted to the ZBA.

John mentioned the Board should continue the discussion of face to face meetings to the October 7th meeting Agenda. He also mentioned Deirdre and Susan's terms will be up in 2021 and hope they will consider running again in March.

Craig gave a brief rundown on the progress of the Broadband Committee stating the Selectmen had approved them moving forward. He stated the goal is to explore options, capitalize on national, regional and state resources. He spoke with several people on initiatives. The immediate need is to help the school-age children and the long term goal is to find out what the health of broadband is in town under the CARES act and find out where we need to improve.

John asked Deirdre to assume the role of chair and recused himself for the next topic.

Green Farm/Jacqueline Drive Update:

Debbie informed the Board the Selectmen have signed the letter (attached) releasing the bonds for the remainder of Green Farm Road and Jacqueline Drive. John Schaumlöffel, 55 Jacqueline Drive, asked Debbie for the Warrant Article (#16) results from the 2020 ballot. Sam Benedict, 53 Jacqueline Drive, also attended the meeting via Zoom.

Deirdre passed the role of chair back to John.

Driveway Regulations Discussion:

Deirdre shared her screen showing the draft copy of the Driveway Regulations. She informed the Board she had included the requested comments from others in the draft. The Board started at Section VI of the draft with some discussion but making progress. There was much discussion regarding Shared Driveways. Debbie will make sure the Private Road/Shared Driveway Sign Ordinance has verbiage stating what necessitates the requirement of a sign used to identify the road. Liz made a motion to leave the waiver section as amended. Nate seconded the motion and it verbally passed with one abstention and one nay. The Board finished editing the draft but will start at the beginning for a final review on September 30, 2020 at 7:30.

The next step in the process once the Board is happy with the final draft is to submit it to Town Counsel. If there are no issues that need to be addressed, the Board will pick a date for a Public Hearing, place a notice in the Monadnock Ledger and on the website.

Other Business:

Deirdre asked to have the to-do list of priorities available at the next meeting.

At 9:40, John made a motion to adjourn. The motion was seconded by Craig and verbally passed unanimously.

Respectfully submitted,

Debbie Deaton
Land Use Administrator

Town of New Ipswich Right-to-Know Law Meeting Checklist

As Chair of the New Ipswich Planning Board, due to the COVID-19/Coronavirus crisis and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04, this Board is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to the meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, this is to confirm that we are:

- a) Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means;*

We are utilizing the Zoom platform for this electronic meeting. All members of the Board have the ability to communicate contemporaneously during this meeting through the Zoom platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone # **1 646 558 8656** and Meeting ID **838 5321 8631** or by clicking on the following website address: [https://zoom.us/j/838 5321 8631](https://zoom.us/j/83853218631)

- b) Providing public notice of the necessary information for accessing the meeting;*

We previously gave notice to the public of how to access the meeting using Zoom, and instructions are provided on the Town of New Ipswich website at www.townofnewipswich.org

- c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access;*

If anybody has a problem, please call 617-510-3551 or email at: landuse@townofnewipswich.org.

Please be aware that for the purposes of transcription this meeting is being recorded (both video and audio via Zoom, and audio via a digital voice recorder).

For the benefit of phone only users, and RSA compliance, we will attempt to disable the Chat function in Zoom. Regardless, please do not use the Chat function in Zoom during the meeting.

In Zoom, if one wants to make a statement, they can raise their hand (electronically). The Vice Chair will now demonstrate how to raise their hand.

- d) Adjourning the meeting if the public is unable to access the meeting.*

In the event the **general** public is unable to access the meeting, we will adjourn the meeting and have it rescheduled at that time.

Please note that all votes that are taken during this meeting shall be done by Roll Call vote. Let's start the meeting by taking a Roll Call attendance. When each member states their presence, also please state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.