

MINUTES
PLANNING BOARD
March 31 2021
Via Zoom

Present: John Schaumlöffel (Chair), , Shawn Talbot (Ex-Officio), Liz Freeman, Josh Muhonen, Tim Somero, Deirdre Daley, Lou Alvarez, Nate Sikkila, Lou Guarino, Debbie Deaton and Jennifer Minckler.

John read the "Right to Know Law Meeting Checklist" and took roll call attendance. John asked all members of the public to identify themselves.

Prior to beginning of the meeting, Liz Freeman asked to speak and resigned from the Board and would be happy to serve as an Alternate. John proposed three things:

1. Appoint replacement for Liz- John motioned to appoint Deirdre Daley to complete the remainder of the term of Liz. Nate seconded. Roll call vote unanimous. Term to be through first meeting after March 2022 elections.
2. Select another Vice Chair- John made motion to appoint Deirdre Daley as Vice Chair. Nate seconded. Roll Call vote unanimous
3. Does the Board want Liz to stay as an Alternate? Shawn made motion for Liz to stay as an Alternate and seconded by Lou Alvarez. Roll call vote unanimous.

Selectmen/Chair/Land Use Report:

- Shawn reported:
 - BoS have asked the Town Administrator to see where road improvement assessment from SWRCP as they are waiting to see what funding they get and what the cost will be to the Town
 - Building Inspector (Rick) is making presentation to the Board of Selectmen on the April 13 2021 to propose a new Building/Bond process. Shawn invited the Planning Board to attend.
 - Capital Improvement. Two topics discussed were Solar Panel Assessment plan but there is no phase 3 power there and the second was create Commercial District in the same area. Town Administrator is to research cost for phase 3 power. Shawn asks Board to update Capital Improvement plan.
 - Warrant Article for next year to make the Road Committee more official and permanent. No changes to be made until Town vote next year.
 - There is a winter mix available for roads which is not as porous to be used when doing base coats
- The Land Use Clerk is updating the contact list for all Members of the Board
- John mentioned the meeting of April 7, 2021 to be Scenic Road Tree Cutting and Kennybeck Comprehensive update. April 21 continuation of Lehtonen -Westbrook Lot line adjustment/technical subdivision.

Minutes of the Meeting for March 3, 2021- Deirdre Daley motioned to accept minutes as revised and Lou Alvarez seconded. Roll Call vote unanimous.

Minutes of the Meeting for March 17, 2021 – Deirdre Daley motioned to accept as revised. John seconded. Roll call vote to approve unanimous

Sikkila Excavation Permit Discussion:

Nate Sikkila recused himself and Debbie was appointed to sit in as she did so during previous discussion on this. The question as to if Nate Sikkila needs an excavation permit for excavation that is the incidental to construction of a barn that is taking longer than expected. Building Permit expired and permit was submitted online today. Nick advised that the initial request was to get a gravel permit but Zoning Board said it was not necessary as it was incidental to construction

Planning Board Priorities and Training:

- **Training** - Planning Board Handbook
RSA Book
A hard Road to Travel
Seminars to attend. One coming up which is Planning Board Basics which is free and if there is a cost to a seminar, the Board will pay for that cost.
There is also pay for travel but most are currently online at this time.
- **Priority items**
 - Modernizing underground utility
 - Commercial District/power Solar
 - Storm Water Management
 - Capital Improvement
 - Subdivision Inventory
- **Deferred**
 - Social Media –Not a program
 - Road Security Bonds –(follow subdivision inventory, building process update
 - GIS Mapping Update (BOA lead? Jim Coffey)
 - Master Plan

Board will prioritize and discuss committees at the next meeting April 7, 2021.

Discussion of Kennybeck Court with Andy Krook:

John recused himself and asked Deirdre take over the rest of the meeting. Lou Guarino sat in for John. Deirdre provided updates

Kent Brown had provided plans needed with approval number for septic and sewerage on each lot. Kent Brown will set up a Bond estimate and we should receive sometime next week prior to meeting. Assistant Fire Chief and Mr. Krook are reviewing locations for possible water source within detention pond that are on current maps. Per Andy Krook, his insurance company is waiting for what is going to be bonded and what the amount shall be. He advised Kent Brown did email plans and will be getting a number together before the next Planning Board meeting Shawn can have Town Attorney review the bond on behalf of the Town.

8:30 John motioned to adjourn meeting

Respectfully submitted,
Jennifer Minckler

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 880 4139 5332** or by clicking on the following website address: <https://us02web.zoom.us/j/88041395332>

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 603-593-8892 or email at: jschaumloffel@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.