**NEWMARKET PLANNING BOARD MEETING**

**JUNE 9, 2020**

**MINUTES**

**VIRTUAL MEETING**

Present: Eric Botterman (Chairman), Val Shelton (Vice Chairman), Diane Hardy (Town Planner), Jamie Bruton, Sarah Finch, Bill Doucet, Christian Matthews (Town Council ex officio)

Absent: Jane Ford, Michal Zahorik (Alternate), Jonathan Kiper (Town Council ex officio Alternate)

Eric Botterman read a statement regarding the Right-To-Know law and electronic/virtual meetings per the Governor’s Emergency Order #12 pursuant to Executive Order 2020-04.

**Agenda Item #1 - Pledge of Allegiance**

**Agenda Item #2 – Public Comments**

None.

**Agenda Item #3 - Review & Approval of Minutes -**  **05/19/20**

**Action**

**Motion: Val Shelton made a motion to approve the minutes**

**Second: Jamie Bruton**

**Vote: Val Shelton, Jamie Bruton, Sarah Finch, Christian Matthews, Ted Seeley, Eric Botterman in favor**

**Bill Doucet abstained due to absence**

**Agenda Item #4 - Regular Business**

**Consideration of appointment to Alternate – Ted Seeley**

The term is until 2023.

**Action**

**Motion: Val Shelton made a motion to nominate Ted Seeley for a three**

**year term ending in 2023**

**Second: Sarah Finch**

**Vote: Jamie Bruton, Christian Matthews, Bill Doucet, Sarah Finch, Val Shelton, Eric Botterman**

***Promocentric/Masaran Group, LLC – Request for a six month extension on the Conditional Site Plan approval dated October 8, 2019. The lot is located at 5 Forbes Road, Tax Map R3, Lot 9-3.***

The NH driveway permit is still pending, so the extension is needed.

**Action**

**Motion: Val Shelton made a motion to grant the six month extension to December 9, 2020.**

**Second: Bill Doucet**

Eric Botterman appointed Ted Seeley to replace Jane Ford.

**Vote: Val Shelton, Sarah Finch, Jamie Bruton, Christian Matthews, Bill Doucet, Eric Botterman, Ted Seeley in favor**

***Eversource Energy - Notice is hereby given for public hearing in accordance with RSA 231:158 for tree pruning and clearing on Town of Newmarket scenic roads by Eversource Energy. This hearing is scheduled in accordance with RSA 231:158, as requested by Eversource Energy to engage in tree pruning and cutting along Bay Road in the Town of Newmarket. The proposed activity will include, but not be limited to, tree cutting, trimming, and removal of brush and trees. All proposed activity and criteria for action by the applicant will be presented and reviewed at this public hearing.***

**Action**

**Motion: Bill Doucet made a motion to accept the application as complete**

**Second: Ted Seeley**

**Vote: All in Favor**

Robert Berner, Eversource Energy, stated this was part of the annual maintenance project along Bay Road. The clearing standard remains the same as it has. This would include limbs and branches 8’ beside, 10’ below, and 15’ above their energized conductors. Brush underneath the conductors would also be removed. They have not identified any hazardous trees in this small section of road. The contractor will be Asplundt Tree Experts. The abutting property owners have been notified. He will reach out to the Public Works Director before this begins to see if he has any concerns and interest in having wood chips from the operation to be located in a centralized location for the Town’s use.

Ted Seeley asked if he had ever had complaints about over trimming. Mr. Berner stated, by notifying property owners in advance, they have the opportunity to go out and negotiate the details and get ahead of any concerns.

**Action**

**Motion: Ted Seeley made a motion to approve the application**

**Second: Bill Doucet**

**Vote: Val Shelton, Sarah Finch, Jamie Bruton, Christian Matthews, Bill Doucet, Ted Seeley, Eric Botterman in favor**

***77 Hersey Lane, LLC-Walter Cheney/Chinburg Builders, Inc. - Public hearing for an application for an 11-lot Open Space single family subdivision, with municipal water and sewer services, on a twelve acre lot, The lot is located at 77 Hersey Lane, Tax Map R4, Lot 3, R2 Zone.***

The applicant has requested a continuance.

**Action**

**Motion: Val Shelton made a motion to continue the hearing on the proposed 11 lot subdivision at 77 Hersey Lane to July 14, 2020, Planning Board meeting**

**Second: Ted Seeley**

**Vote: Val Shelton, Jamie Bruton, Sarah Finch, Christian Matthews, Ted Seeley, Eric Botterman**

**Bill Doucet abstained**

**Agenda Item #5 - New/Old Business**

***Chairman’s Report***

***Committee Appointments***

Sarah Finch stated she can continue with the Conservation Commission.

Val Shelton will continue on the Water Resource Committee and Stormwater Committe.

Ted Seeley asked which committee has the greatest need. Diane Hardy stated the Capital Improvement Program Committee was coming up and she would be interested in a regular and alternate member from the Planning Board.

Val Shelton, Christian Matthews and Jonathan Kiper have volunteered for the Impact Fee Committee.

The Gateway Zoning Committee is on hold due to the pandemic but will be starting its work following a presentation of the final report recommendations from the Consultants.

Ted Seeley stated he would volunteer for the CIP Committee.

Eric Botterman stated he would volunteer for the Stormwater Committee.

Diane Hardy stated Gretchen Kast was still very interested in being on the Water Resource Committee and the Planning Board saw no problem with her serving as a citizen at large.

Bill Doucet volunteered for TRC, except for the 77 Hersey Lane application.

Diane Hardy asked Sarah Finch if she might be available to participate in some wetland meetings with Patrick Reynolds in her role as liaison to the Conservation Commission. Sarah Finch stated it would depend on what time of day, as she worked during the day.

Christian Matthews asked where he could volunteer. Diane Hardy suggested the CIP Committee. Eric Botterman stated he was fine with that.

***Committee Reports***

Christian Matthews stated the Impact Fee Committee still has to schedule a meeting. That will, hopefully, happen shortly. He reported on a memo from the Town Manager regarding the Gateway Committee. He will keep the Board posted as he hears more about it. Diane Hardy stated there would be a public hearing with the Council and Planning Board and property owners to get their input.

Christian Matthews stated there is interest in detached ADUs. There is a Municipal Ordinance Committee of the Town Council reviewing all ordinances. They will bring any zoning issues that come up to the Planning Board to discuss before acting on them.

***New Business***

Christian Matthews stated he would like to gauge the Board’s interest in development in town as it relates to the Master Plan and the Housing chapter. The Economic Development chapter talks about reviewing ordinances and the allowed use table to see where peoples’ thoughts were on those. Eric Botterman stated if he wanted to spend the time on it, they could get a committee to look at it. Val Shelton stated they needed to follow up on the actions and next steps that were proposed. One discussion was on where they would like to see development occur. They could look at the uses in the zones and density in the existing zones. She also mentioned the need to look at tweaking the Residential Open Space Development ordinance in response to some of the issues that have come up in administering that ordinance.

Diane Hardy stated, her understanding was the Gateway initiative was a top priority. There is a consultant on board and there have been visioning sessions and talks with stakeholders. This was a major investment. She would like to see that move forward. She also reminded that there is only one Planner and she has a busy workload. There are not a lot of resources to update ordinances and the Master Plan, and the process is very labor intensive. We have in the past utilized the services of the Planning Commission. They have to be realistic about what one person can do. She is spread very thin. People can have great expectations to do these things, but let’s not lose sight of the fact this is a one person operation. We are not a Dover or Portsmouth where we have a staff of Planners who can do the work. This would be dependent on volunteers and people wanting to take the time and effort to move these things forward. She has over 35 years as a Planner working in the region and she knows what you can and cannot realistically do.

Bill Doucet asked if Christian Matthews thought it would be a good idea to review the permitted uses briefly at the next meeting if there was a light agenda. Christian Matthews thought that would be a good idea.

Diane Hardy talked about hiring a consultant for a complete recodification of the zoning ordinance. It is an enormous task. When she worked in Merrimack, the Town put up $80,000 for it. Christian Matthews stated he just wanted to look at it for small changes not a complete overhaul.

**Agenda Item #6 – Adjourn**

**Action**

**Motion: Ted Seeley made a motion to adjourn 7:44 pm**

**Second: Val Shelton**

**Vote: All in favor**