

**APPROVED
TOWN OF PELHAM PLANNING BOARD
MEETING MINUTES
March 21, 2022**

Chairman Tim Doherty called the meeting to order at approximately 7:00 PM.

Ms. Masse-Quinn called the roll:

PRESENT ROLL CALL:

Tim Doherty (Chairman) – present
Jim Bergeron (Vice Chairman) – present
Roger Montbleau – present
Danielle Masse-Quinn – present
Joe Passamonte – present
Bruce Bilapka - present
Samuel Thomas - present
Scott Sawtelle - present
John Spottiswood – present
Jenn Beauregard – present
Jennifer Castles - present

ABSENT/NOT PARTICIPATING:

PLEDGE OF ALLEGIANCE

Mr. Montbleau made a public service announcement. He said that Ms. Charity Anne and himself have put together an information night on Friday from 7-9PM in the Sherburne Hall. Going back to 1995, he has been researching wildlife habitat. He had gone to a lecture in Westford, MA and he listened to a lecture on the Eastern bluebird. He asked the speaker to come to Pelham to present this to the Planning Board. This was shown to the town for a number of years. He said that there are many people in town that are still trying to populate the town with these birds. He said that the Eastern bluebird cannot exist on their own and they need the help of humans in order to fledge babies and nest. Much of the farmland has dissipated in town where they used to nest. He said that himself and Charity have worked together for the last 10 years fledging clutches of baby blue birds and have put out hundreds of bluebirds into the town. He showed the board some slides as a preview of Friday night's presentation. He said their nests are made from pine needles and dead grass. Their eggs are small and blue. He said the family stays together and they really like to eat dried and live meal worms. He showed some more photos of the males, females and juvenile birds. He said they are very docile and like being around humans. He said their life expectancy is only seven years and we need to help them to repopulate.

ELECTION OF OFFICERS

Mr. Doherty said they need to elect a chair, a vice-chair and a secretary to this board.

MOTION: (Mr. Bilapka/Mr. Passamonte) To nominate Mr. Tim Doherty as the chairman to this board.

VOTE: (6-0-0) The motion carried.

MOTION: (Mr. Passamonte/Mr. Bilapka) To nominate Mr. Jim Bergeron as vice-chairman to this board.

VOTE: (6-0-0) The motion carried.

MOTION: (Mr. Montbleau/Mr. Bilapka) To nominate Ms. Masse-Quinn as secretary to this board.

VOTE: (6-0-0) The motion carried.

Mr. Doherty said those were all 6-0-0 votes because we currently don't have a Selectmen's representative on the board. He said they did not stagger the terms, so we lost both of our representatives until they appoint new members. He suggested that next time they will think about staggering their voting. Mr. Bergeron asked if he was sure about that. Mr. Bergeron said RSA 673:12 III, it says the chairperson of the local land use board may designate an alternate member of the board to fill the vacancy temporarily until the vacancy is filled in the manner set forth, in paragraph I or II (if the vacancy is for an ex officio member). He believed that would be a select person. He said the chairperson may designate a person who has been appointed to serve as the alternate for the ex officio member. He asked if that would be Mr. Lynde. Mr. Doherty said that Mr. Lynde is not currently a selectman or a municipal official and he has to be either of those two to be an alternate. Mr. Bergeron said he should have asked that question to legal. Mr. Doherty said they still have six people to vote. Mr. Bergeron said it doesn't seem that the state would not interpret that until the next time that board appointed someone, that the last member continued in service. Mr. Doherty said the state did take that into consideration when they asked the board to appoint two alternates. He said Mr. Thomas has one year left and Mr. Sawtelle and Mr. Spottiswood that have three years left. He said tonight when they do them, they will do them for two years, so they are staggered as per RSA. He said that the Selectmen didn't do that when they appointed two selectmen that expired on the same time. Mr. Doherty said there are two alternates here that have applied for positions to the planning board. Mr. Bergeron asked how many applicants they have. Mr. Doherty said there are two. Mr. Bergeron asked if there were two seats. Mr. Doherty said there is a total of five that we can appoint and there is a total of six. The RSAs aren't clear, it doesn't say you can have six alternates, it says you can have five and in addition to those five, you can have one more, which would be the selectman. He said they can appoint five of those. He said currently they have three and there are two openings. He said the two there tonight were full-time and alternates to the board already. They are Mr. Paddy Culbert and Mr. Hal Lynde, and they are both willing to stay with this board. Mr. Bergeron agreed with Mr. Doherty.

MOTION: (Mr. Bergeron/Mr. Montbleau) To appoint Mr. Paddy Culbert and Mr. Hal Lynde as alternate members to the planning board for a two-year term.

VOTE: (6-0-0) The motion carried.

Mr. Doherty invited Mr. Hal Lynde to take a seat. Ms. Beauregard asked if both of those are for two-year terms. Mr. Doherty said yes, they are two-year appointments and that way we will be staggered. He said Mr. Thomas has one-year and if he applies and gets reappointed it will be for three years. Mr. Montbleau added for any public members listening, that these two appointed members have spent many years dedicating service to this town. They are very intimately aware of the planning board's operation and have attended all of the recent meetings and they know all the ongoing issues. He said it makes very good sense to have these two be the primary choices. Mr. Doherty said that was a good point and that Mr. Lynde also has selectmen experience, and he can help us with that. He said they are shy one NRPC commissioner to represent Pelham. Himself and Ms. Masse-Quinn had spoken with Mr. Gowan and Mr. Gowan has submitted his application. He said they can advise the selectmen to appoint Mr. Gowan to the NRPC. This board can't appoint, but it can make recommendations. Mr. Montbleau said it makes sense, as he has a lot of repour with them.

MOTION: (Mr. Montbleau/Ms. Masse-Quinn) To advise the selectmen to appoint Mr. Gowan to the NRPC.

VOTE: (6-0-0) The motion carried.

Mr. Doherty asked Ms. Beauregard to add that to the next agenda or if she can pass that along to the selectmen. Ms. Beauregard said she would pass that along to the selectmen tomorrow. Mr. Bergeron asked if there was a meeting tomorrow night and Ms. Beauregard confirmed there was.

MEETING MINUTES

Mr. Bilapka said to add himself as present in the roll call. Ms. Masse-Quinn said on Line 115, to change it to say, 'that's an impact on the board'. Line 313, to delete the 'Motion'. The motion was repeated again and voted on, on Line 324.

MOTION: (Mr. Montbleau/Mr. Bilapka) To approve the minutes as amended.

VOTE: (5-0-1) The motion carried. Mr. Passamonte abstained.

NEW BUSINESS

Case PL2022-00007, Map 39 Lot 6-176 & 6-179: 128 Realty Corporation / ACSB, LLC – 6 Moonshadow Dr. & 8 Mammoth Road – Seeking Planning Board approval for a Lot Line adjustment between Lot (s) 39-6-176 & 39-6-179.

Ms. Masse-Quinn read the list of abutters. Mr. Shayne Gendron introduced himself with Herbert Associates and he is representing Paul Marchand, the owner of both of the LLCs in this case. Mr. Gendron gave some history on Lot 6-179. It is located at Moonshadow Drive and this lot was created by his office back in 2007. Currently, Mr. Marchand is constructing a duplex on that lot. The septic design was done last year. He is planning on condensing that building and selling off one of the units. There is about 13.595 acres that goes with that lot. Mr. Marchand also owns the store that's located at 6-176 and that is on a 2-acre parcel. Behind the store are agricultural fields used for farming and Mr. Marchand wants to make sure the farm is protected. He wants to change the lot line to create a 2-acre, conforming lot to stay with the duplex and put all of the remaining land to the store parcel. Mr. Gendron wanted to make sure the board knew that last month he received a variance to do a new store for Mr. Marchand and that will come before this board in the next few months. He wanted to get this taken care of now so he could transfer ownership of the duplex. The duplex already has approval with the State of NH and is in the drywall phase.

Mr. Bergeron asked Mr. Gendron to clarify that the lot 6-179 is the 13-acre lot. Mr. Gendron said yes and that it is pretty much an equal swap. Mr. Bergeron said that nothing changes on Moonshadow Drive.

MOTION: (Mr. Montbleau/Mr. Bilapka) To accept the plan for consideration.

VOTE: (6-0-0) The motion carried.

Mr. Doherty opened it up to the public and no one spoke. Mr. Doherty asked where the septic and well locations were for the duplex. He said it's a nice, rectangular shaped lot. Mr. Gendron said the plan has been approved by the State of NH and the well is in the back yard and the septic is in the front. He said the bed is not in yet, but when the leach field goes in, the state will come out to do an inspection and then he will get an operational approval on it. Mr. Doherty asked about the driveway coming in off of the side road and was there plenty of room between that and the flood elevation contour line. Mr. Gendron said yes, and this lot is limited by WCD and the flood elevation line. He said nothing can be built in the flood

elevation and WCD is limiting. He said the duplex will be the only structure built there. Mr. Doherty said he had plenty of square footage outside of that. Mr. Gendron said yes.

Ms. Beauregard said that condensing will require him coming back before this board for the special use permit. Mr. Gendron said yes, and that Attorney Groff will be handling that for them. Mr. Montbleau said he thinks this is a very simple plan.

MOTION: (Mr. Monbleau/Mr. Bilapka) To approve a lot line adjustment between Lot 39-6-176 and Lot 39-6-179.

VOTE: (6-0-0) The motion carried.

Case PL2022-00008 – Stanley Choate – 955 Bridge Street / NEP Church – Seeking Site Plan Review for proposed placement of two wood frame sheds on concrete slabs. Shed #1 will be 10’x12’ and Shed #2 will be 10’x14’, located in the rear of property behind gymnasium.

Ms. Masse-Quinn read the list of abutters. Mr. (unintelligible) from the New England Pentecostal ministries introduced himself. He said that this is a scaled down version of a project they were going to do about 5 or 6 years ago. They were originally going to try and put up a storage building on the property, however due to the pricing, it wasn’t affordable for them. They now want to put these two sheds on an existing slab at the very back of the gymnasium. Mr. Passamonte asked if the size of these sheds are 7’x10’ and 7’x12’. The presenter said no, one is 10’x12’ and the other is 10’x14’. Mr. Doherty said the photo shows that it is 7-feet high and it’s a sideways drawing. Mr. Culbert asked if all of the setbacks are met. The presenter said they are written in the application that he submitted to the planning department. Ms. Beauregard said the setbacks are drawn in on the plan and it looks like they will meet the setbacks. She said the building inspector will have to verify that before it gets constructed. She also said it should be easy to verify since there is a rock wall there to go by.

MOTION: (Mr. Bilapka/Mr. Passamonte) To accept the plan for consideration.

VOTE: (6-0-0) The motion carried.

Mr. Doherty opened it up to the public and no one spoke.

MOTION: (Mr. Passamonte/Mr. Montbleau) To approve the plan with the condition of the building inspector verifying the setback requirements.

VOTE: (6-0-0) The motion carried.

Mr. Bergeron asked what the setbacks are, if they are 15-feet. Ms. Beauregard said she thought they were 15-feet but would verify that. She said it is a residential, which received a special exception, rather than a variance. It is not a commercial use and she would double check the 15-feet. Mr. Bergeron said his interpretation would be 15-feet also and not 30. Mr. Doherty said he is approved and he needs to now check with the building department to make sure he meets the setbacks.

UPDATES

Mr. Thomas said for the Master Plan, they had their first meeting on March 10, 2022. They introduced the members and gave them a homework assignment to read the Resilience proposal. There is a meeting this Thursday, and that will be the first Zoom meeting with Resilience. They have outlined what the first steps will be for the Master Plan. Resilience will have two representatives, and everything is on track so far. At the next Planning Board meeting, he will update the board as to how the meeting went. Ms. Masse-Quinn said herself and Mr. Thomas are looking to sit with the school board committee soon and they may offer someone to come and volunteer on the Master Plan subcommittee. They may also have

some students from the school to sit on the Master Plan subcommittee. She hopes to have an update on this at the next meeting. Mr. Bergeron asked where that meeting would be held. Mr. Thomas said all of the meetings are being held in the Police conference room from 6-8PM. They will be on the 2nd and 4th Thursday of every month, from now through December. Mr. Bergeron asked if the meeting would be March 24, 2022. Mr. Thomas said yes. Mr. Bergeron asked if that would be a Zoom meeting. Mr. Thomas said yes, as well as in-person. Mr. Bergeron asked if it would be televised. Mr. Thomas did not think so. Mr. Bergeron asked if it would be important to get it out to the public today, that if the public wants to come in and ask questions, would they be able to do that. Mr. Thomas said that is the purpose of the Zoom meeting and they can ask any questions. He said the public announcement has a Zoom link for anyone to join the meeting. Ms. Beauregard said there would be a public, posted agenda with the Zoom instructions. Mr. Thomas said they would be giving us a Gant chart, timeslots and what the meetings would be. They have already sent us a proposed agenda. Mr. Bergeron asked Ms. Beauregard if she determined if she could notify people by texts of these meetings. Ms. Beauregard said she will notify everyone by text, but hasn't found out what software would be used. Mr. Thomas said they have the Master Plan email link that will alert members of the times and dates of the meetings. Mr. Bergeron said he is trying to push notifications by two means. Ms. Beauregard said she will look into setting up a group text. Mr. Thomas said the agenda for the meeting is as follows; Open at 6:00PM and review minutes from March 10th meeting. Discussion as proposed by Resilience, is the following: 1. Overview of the Master Plan requirements in NH. 2. To review the scope of work and timeline for the Pelham Master Plan project. 3. Overview of the existing conditions, phase and monthly topic discussions, questions on background documents, participants and collaborators outreach and engagement strategies and next steps. Draft outreach plan, draft project websites, existing conditions schedule. In this announcement it gives the Zoom details. That is their proposed agenda, as they are the drivers for the Master Plan. He said they have a reasonably vocal group and very good group so far. Mr. Doherty said that is really good and is glad things are working well. He said this year coming up looks like a great year for the Planning Board. Many members are doing extra work. He said he appreciates Mr. Culbert and Mr. Lynde for staying with this board, as they are great assets. Mr. Lynde said thank you to the board for showing the confidence in him and allowing him to continue to serve on this board. Mr. Culbert said likewise. Mr. Doherty thanked Mr. Passamonte for coming back to the board as well. He said it's nice that we have a full board again and he feels this will be one of the better years for the town and this board.

ADJOURN

MOTION: (Mr. Montbleau/Mr. Passamonte) To adjourn the meeting.

VOTE: (6-0-0) The motion carried.

The meeting was adjourned at approximately 7:45 pm.

Respectfully submitted,
Jennifer Castles
Recording Secretary