

Approved: _____
Approved with changes: _____

Unapproved: _____

**Effingham Planning Board Meeting
Minutes December 3, 2020
(via video conference call)**

Members Present: Theresa Swanick (chair), George Bull (vice-chair), Gary Jewell (recording secretary), Grace Fuller, Paul Potter, Elaine Chick, Mark Hempton (alternate), Mike Cahalane (selectman's rep).

Members Absent: None.

Others Present: Nate Fogg, Vicki & Tom Fadden, Dave Strauss, Emelyn Albert (Cons Comm Chair), Anne Foley, Paul King, & Rebecca Boyden.

Meeting called to order at 6:00pm. Quorum present.

Chair Swanick asked if everyone was able to hear the meeting. Several were having difficulty with their audio. For many the issue was solved by logging back into the meeting, a couple of others called in via phone and were able to hear.

Public Hearing for the Whitaker-Fadden Subdivision opened at 6:37pm.

Those present received a copy of the subdivision plan showing the buildable area of each lot.

The board reviewed the chronology of the application, submission, peer review, and responses.

George Bull noted that the driveway is graded away from Jack Russell Road. He feels that the driveway being built per the plan is important for this approval to ensure no change in runoff leaving the site.

Rebecca Boyden noted that she can issue a driveway permit without the subdivision application being approved but she cannot issue a driveway permit without the special use application being approved.

Elaine Chick asked about the images that were provided. Paul King explained that the images are used for sizing culverts and reviewed how to get the proper culvert size using the nomograph.

Mike Cahalane asked about the 10-27-20 HEB review letter and Mr King reviewed his responses to the items and how they were addressed. The driveway now pitches 3% away from the road and the culvert headwalls will be created from mortared stone. George Bull noted that the 10-27-20 comments were addressed in the 4th submission.

Mike Cahalane noted that the driveway needs to either be built or bonded for the subdivision approval and that the driveway installation needs to be inspected.

George Bull noted that they need to be very clear when discussing any conditions as to whether they apply to the subdivision or the special use application.

Mike Cahalane believes that the subdivision would have conditions but that the special use permit would be a straight approval. He would like to have a timeline in place for the driveway installation.

Mr Fadden would like to speak with Paul King prior to committing to anything.

Rebecca Boyden can only issue a driveway permit for a lot with 2 access points if the best access point is chosen.

The planning board will determine if it is ok for the driveway permit to be issued in this case.

Tom Fadden is willing to post a bond for the driveway installation.

David Strauss feels it is irresponsible to place a 12-inch diameter culvert near the road. They clog with silt and debris.

A 15" driveway may change the slope of the driveway or not provide adequate cover over the culvert.

Paul King would like to have the special use permit approved and the conditions discussed for the approval of the subdivision.

Mike Cahalane would like the wetlands application reviewed by the wetland scientist to see if any changes need to be reviewed by NHDES. The size of the culvert at the wetland crossing changed from 15 inches to 30 inches. The conditions that he would like to see are:

1. Have a surety in place for the driveway installation or the driveway constructed and inspected. The surety amount should be reviewed by HEB Engineers.
2. Update the wetland permit to reflect the 30-inch culvert at the wetland crossing.
3. Install a 15-inch culvert under the driveway near the road.

Approve both applications at the same time.

Rebecca Boyden would like an updated wetland permit before issuing a driveway permit.

The PB noted that their 1/7/21 meeting will be taken up by the Angelini application. 1/21/21 is available for the Whitaker-Fadden subdivision and special use applications.

Elaine Chick made a motion to continue the Whitaker-Fadden public hearing to 1/21/21 at 6:15pm via Zoom meeting. The motion was seconded by George Bull. A roll call vote was taken George Bull- aye, Grace Fuller- aye, Mike Cahalane- aye, Elaine Chick- aye, Gary Jewell- aye, Paul Potter- aye, and Theresa Swanick- aye. The motion passed.

Minutes

The minutes from 9/3/20 were reviewed.

Grace Fuller made a motion to approve the September 3, 2020 minutes. The motion was seconded by George Bull. A roll call vote was taken George Bull- aye, Grace Fuller- aye, Mike Cahalane- aye, Elaine Chick- aye, Gary Jewell- aye, Paul Potter- aye, and Theresa Swanick- aye. The motion passed.

The minutes from 9/24/20 were reviewed.

Grace Fuller made a motion to approve the September 24, 2020 minutes. The motion was seconded by George Bull. A roll call vote was taken George Bull- aye, Grace Fuller- aye, Mike Cahalane- aye, Elaine Chick- aye, Gary Jewell- aye, Paul Potter- aye, and Theresa Swanick- aye. The motion passed.

The minutes from 10/1/20 were reviewed.

Grace Fuller made a motion to approve the October 1, 2020 minutes. The motion was seconded by Elaine Chick. A roll call vote was taken George Bull- abstain, Grace Fuller- aye, Mike Cahalane- aye, Elaine Chick- aye, Gary Jewell- aye, Paul Potter- aye, and Theresa Swanick- aye. The motion passed with George Bull abstaining.

The minutes from 10/29/20 were reviewed. Grace had 3 changes which were made to the minutes.

Grace Fuller made a motion to approve the October 29, 2020 minutes. The motion was seconded by George Bull. A roll call vote was taken George Bull- aye, Grace Fuller- aye, Mike Cahalane- aye, Elaine Chick- aye, Gary Jewell- abstain, Paul Potter- aye, and Theresa Swanick- aye. The motion passed with Gary Jewell abstaining.

The minutes from 11/5/20 were reviewed.

Grace Fuller made a motion to approve the November 5, 2020 minutes. The motion was seconded by George Bull. A roll call vote was taken George Bull- aye, Grace Fuller- aye, Mike Cahalane- aye, Elaine Chick- aye, Gary Jewell- aye, Paul Potter- aye, and Theresa Swanick- aye. The motion passed.

The public minutes from 11/12/20 were reviewed.

Grace Fuller made a motion to approve the November 12, 2020 public minutes. The motion was seconded by George Bull. A roll call vote was taken George Bull- aye, Grace Fuller- aye, Mike Cahalane- aye, Elaine Chick- aye, Gary Jewell- aye, Paul Potter- abstain, and Theresa Swanick- aye. The motion passed with Paul Potter abstaining.

The non-public minutes from 11/12/20 were reviewed.

Grace Fuller made a motion to approve the November 12, 2020 non-public minutes. The motion was seconded by George Bull. A roll call vote was taken George Bull- aye, Grace Fuller- aye, Mike Cahalane- aye, Elaine Chick- aye, Gary Jewell- aye, Paul Potter- abstain, and Theresa Swanick- aye. The motion passed with Paul Potter abstaining.

The minutes from 11/19/20 were reviewed.

Grace Fuller made a motion to approve the November 19, 2020 minutes. The motion was seconded by Elaine Chick. A roll call vote was taken George Bull- abstain, Grace Fuller- aye, Mike Cahalane- aye, Elaine Chick- aye, Gary Jewell- abstain, Paul Potter- aye, and Theresa Swanick- aye. The motion passed with George Bull and Gary Jewell abstaining.

CIP

Grace Fuller has pulled together the final CIP report and will share with the full planning board. Any typos or wordsmithing needs to be shared with Grace Fuller within 24 hours.

A motion was made by Mike Cahalane to approve the CIP report with any final minor edits. The motion was seconded by Elaine Chick. A roll call vote was taken George Bull- aye, Grace Fuller- aye, Mike Cahalane- aye, Elaine Chick- aye, Gary Jewell- aye, Paul Potter- aye, and Theresa Swanick- aye. The motion passed and the CIP will have a final review and be shared with the Budget Committee.

Board Business:

There may be a petitioned warrant article to abolish the Historic Commission. RSA 673:18 is the law governing the abolishment of a land use board. The petition warrant article would require 100 verified voters to sign the petition.

Adjournment

A motion was made by George Bull to adjourn the meeting. The motion was seconded by Elaine Chick. A roll call vote was taken George Bull- aye, Grace Fuller- aye, Mike Cahalane- aye, Elaine Chick- aye, Gary Jewell- aye, Paul Potter- aye, Mark Hempton- aye, and Theresa Swanick- aye. The motion passed and the meeting adjourned at 8:48pm.

These minutes are considered draft until approved by the board at the next regularly scheduled meeting. Corrections will be noted in the following month's meeting minutes.