

**Effingham Planning Board
Work Session Meeting Minutes
March 17, 2022**

Members Present: Theresa Swanick (chair), Elaine Chick, George Bull, Grace Fuller, Dave Garceau, Paul Potter, Gary Jewell (alternate)

Members Absent: Lennie Espie (Selectmen’s Rep)

Meeting called to order at 6:34 pm. Quorum present.

1. MOTION: Theresa Swanick moved to appoint Gary Jewell as an alternate. Seconded by Paul Potter. Motion passed. Gary Jewell accepted and needs to be sworn in again.
2. **Review of Past Minutes**
 - a. January 6, 2022: Attach addendums as referred to in minutes
 - i. MOTION: Elaine Chick moved to add addendums to minutes and accept minutes. Grace Fuller seconded. Motion Passed.
 - b. February 3, 2022: George Bull requested an update to 4.d. Add heading to first section.
 - i. MOTION: George Bull accept minutes as amended. Elaine Chick seconded. Motion passed.
 - c. February 17, 2022:
 - i. MOTION: Elaine Chick moved to accept minutes as written. George Bull seconded. Paul Potter and Grace Fuller abstained. Motion passed.
 - d. February 24, 2022: Add heading for top of Meena hearing information.
Continued Hearing for Meena Site Plan Review from 2/3/2022
 - i. MOTION: Grace Fuller accept minutes as amended. George Bull seconded. Motion passed.
 - e. March 3, 2022: Add heading for Hertel Subdivision – **Continued Hearing for Hertel Subdivision from 2/3/22.** “enlarged detail of access area in question” “Mr. Hertel said the abutter...” “Structure not shed” “in a wetland buffer” Kathleen Lapierre, address and lot number used as heading. “If the board accepts...” Rebecca stated that a precedent was set by a prior board the prior site plan... The board determined that the site plan review can proceed.
 - i. MOTION: George Bull moved to accept minutes as amended. Dave Garceau seconded. Motion passed. Paul Potter abstained.
3. Elaine Chick brought to the attention of the board that legal stated that the current board doesn’t need to accept the of the property line as presented at the last board meeting. Discussion ensued. A survey of the frontage of the road should be

completed so the board has a clear line to deal with. Application is incomplete without a survey of the front of the property. Nate Fogg and Theresa will deal with contacting the owner.

4. Accessory Dwelling Unit (ADU) Checklist
 - a. Elaine Chick provided edits to form dated 8/19/2021.
 - b. MOTION: Grace Fuller moved to accept the application checklist as amended. Elaine Chick seconded. Motion approved.
5. Cottage Industry Checklist
 - a. Take home and review for next work session
6. Theresa Swanick passed out an example of a consolidated application. She will email to board.
 - a. Abutters should be given priority for comments.
7. MOTION: Elaine Chick motioned to adjourn. Seconded by Grace Fuller. Motion passed
8. Meeting adjourned at 8:29pm
9. Meeting reconvened at 8:31pm
10. Discussion of officers for 2022.
 - a. MOTION: George Bull motioned to accept Theresa Swanick as chair. Grace Fuller seconded. Motion passed.
 - b. Vice chair – Elaine moved to accept George Bull as vice chair and Theresa Swanick seconded. Motion approved.
 - c. Signing secretary: George Bull moved to accept Elaine Chick as signing secretary and Grace Fuller seconded. Motion passed.
11. MOTION: David Garceau moved to adjourn. Grace Fuller seconded. Motion passed.
12. Meeting adjourned at 8:34pm

Minutes prepared by Pat Piper