

**Effingham Planning Board  
Work Session Meeting Minutes  
May 19, 2022**

**Members Present:** Theresa Swanick (chair), Elaine Chick, Dave Garceau, Paul Potter, Lennie Espie (Selectmen's Rep), Grace Fuller, George Bull, Gary Jewell (Alternate)

**Others Present:** Nate Fogg (for the first 15 minutes)

Meeting called to order at 6:30 pm. Quorum present.

1. Nate Fogg was present for mail review. Board checked in with him. We decided not to distribute a news article requested by the public. OK to send link as an FYI. Lot line adjustment application in the pipeline for next regular meeting.
2. **Trackers Grocery** – we have not yet received an application and she has not yet been informed that the front line will need to be surveyed to move forward. What is the very next step from the board? Nate said he can let her know that she will need the front line surveyed, per our legal advice.
3. **Cottage Industry – Kyle Perrault arrived in person**
  - a. Asked to return for June 2 meeting for formal review of application.
  - b. Some feedback on the current site plan was offered to Mr. Perrault.
  - c. George will communicate with him further prior to June 2.
4. **Review of Past Minutes**
  - a. April 21, 2022:
    - i. MOTION: Grace Fuller moved to accept minutes as amended. Elaine Chick seconded. All agreed. Motion passed.
  - b. May 5, 2022:
    - i. Update minutes and provide to board at next meeting for approval.
5. **Non-Public Session 7:12pm**
  - a. Motion: George Bull moved to go into Non-Public Session. Seconded by Paul Potter per RSA 91A – Roll call: Lenny – aye, George – aye, Paul – aye, Grace – Aye, Dave – aye, Theresa – aye. Motion approved.
  - b. 8:15pm - Motion: Grace Fuller moved to come out of Non-Public Session. Seconded by Dave Garceau. Roll call: Lenny – aye, George – aye, Paul – aye, Grace – Aye, Elaine – aye, Dave – aye, Theresa – aye. Motion approved.

- c. Motion by George Bull to seal the minutes for 6 months. Seconded by Paul. Roll call: Lenny – aye, George – aye, Paul – aye, Grace – Aye, Dave – aye, Theresa – aye. Motion approved.

**6. Keep Tickler List – parking lot**

- a. Minute taker will keep a standing list of to do items the board wants to remember in section at the bottom of the minutes on ongoing basis.
- b. Special Use applications could be on that list. Waiver form should be on list.

**7. CIP**

- a. Discussion of possible members brought to the attention of the board by Grace Fuller. Grace has been in touch with a few and is willing to work on bringing the CIP back together.
- b. Update road survey, municipal building space needs survey, etc.
- c. First meeting TBD in June.

**8. Zoom Procedures**

- a. It was suggested to discontinue the use of Zoom on a regular basis. It could be used by board members and applicants who have special needs or extenuating circumstances.
- b. Zoom should be used as it has currently been used for the Meena site plan to the end of the project.

9. Motion: Elaine Chick is asking selectmen to notify ZEO re potential project taking place on Remick Rd without any permits. ZEO should handle appropriately Grace Fuller seconded. All in favor. Motion passed.

10. MOTION: Grave Fuller moved to adjourn. Elaine Chick seconded. All in favor. Motion passed.

11. Meeting adjourned at 9:12pm

Minutes prepared by Pat Piper