

**MINUTES**  
**Business Meeting**  
**Sanbornton Planning Board**

**Meeting Date and Time:** Thursday, April 16<sup>th</sup> 2020 at 7:00 PM

**Meeting Place:** Virtual Meeting Only – Roll Call Votes Required

The meeting was called to order by Chair Deb Schneckloth at 7:00 PM

**Roll Call**

Regular Members present: Will Ellis, Chair Deb Schneckloth, Don Bormes, Jody Slack, Selectman John Olmstead

Alternate Members present: Kalena Graham, Andy Sanborn

Others Present: Town Planning Assistant, Stephen Laurin

**Minutes of 3/5** – Selectman Olmstead made a motion to approve the draft minutes of 3/5 with corrections. Don Bormes seconded the motion. A note will be made in those minutes that the Jody Slack's term is not expiring as was discussed; Don Bormes' term is expiring. The motion passed unanimously.

**Annual Election of Officers/Re-Appointments** – Don Bormes made a motion to elect Deb Schneckloth as Chair. Jody Slack seconded the motion and motion passed unanimously with votes as follows: Schneckloth/Yes Bormes/Yes Slack/Yes Ellis/Yes Olmstead/Yes

Chair Schneckloth made a motion to elect Don Bormes as Vice Chair. Selectman Olmstead seconded the motion and the motion passed unanimously with votes as follows: Schneckloth/Yes Bormes/Yes Slack/Yes Ellis/Yes Olmstead/Yes

Chair Schneckloth made a motion to recommend Don Bormes for re-appointment to the Planning Board for another term. Jody Slack seconded the motion and the motion passed unanimously with votes as follows: Schneckloth/Yes Bormes/Yes Slack/Yes Ellis/Yes Olmstead/Yes

**New Business**

**a. Voluntary Lot Merger: Ralph and Bethany Lavin, Park View Drive, Tax Map 25/Lots 049 and 50** – Steve Laurin explained that he has reviewed this voluntary lot merger request and does not have any concerns. He noted that there are no mortgages on either lot. Chair Schneckloth stated that she reviewed the request and sees no issues either, and other members agreed. Will Ellis made a motion to approve the voluntary lot merger. Jody Slack seconded the motion and the motion passed unanimously with votes as follows: Schneckloth/Yes Bormes/Yes Slack/Yes Ellis/Yes Olmstead/Yes

**b. Site Plan Application: Mark Conley of Conley Enterprises, Inc. for 6 & 14 Bay Rd, Tax Map 24/Lots 024 and 025; request to provide on-site, outdoor lobster baker and beer brewery within building to serve on-site customers** – Steve Laurin stated that there was one abutter that was not sent a notice regarding this public hearing. Will Ellis asked if the abutter would be able to appeal any decision made within 30 days; Chair Schneckloth responded Yes but prefers that the hearing is postponed to next month until all abutters have sufficient notice. Steve offered to work with the Applicant to make sure a thorough list of abutters is provided for mailings.

Don Bormes made a motion to continue this hearing to the May 21<sup>st</sup> meeting. Jody Slack seconded the motion and the motion passed unanimously with votes as follows: Schneckloth/Yes Bormes/Yes Slack/Yes Ellis/Yes Olmstead/Yes

**c. Conceptual Consultation: Owners Don and Judy Tibbetts, 122 Upper Smith Rd, Tax Map 17/Lot 033; Discussion of proposed 12.395 kW ground-mounted solar array for residential use**

– Steve explained that this request is for residential use but is over the 10 kW limit set by the Ordinance so a site plan review would be required. Chair Schneckloth stated that she would like to see more information than what was provided to members, such as location of neighbors, setbacks, etc. Andy Sanborn stated that he appreciates the technical information provided but also feels there needs to be more detail in order for the Planning Board to know what can be waived in the site plan checklist.

Steve noted that the Board waived some items on a previously accepted site plan from another resident installing a similar sized system and accepted a hand-drawn map. Chair Schneckloth stated that she would have no issues with seeing a hand-drawn map in this instance versus a surveyed map. Steve Laurin offered to make an appointment with the applicants to discuss the items that the Planning Board would most likely be able to waive given the attributes of this project; members agreed this was the best course of action.

**Old Business**

**a. Site Plan Application continued from November 21<sup>st</sup> 2019: Property Owner/Applicant Guy J. Jr. & Marie Giunta, and Anthony & Joseph Guinta/Andrew Kellar/Michael Redding of New England Solar Garden; 63 and 71 Tower Hill Rd, Tax Map 22/Lots 14, 19-2, 19-3 and 19-5; proposal for ground-mounted solar arrays for generation of 13 mW of solar power (Chair Schneckloth recused herself; Andy Sanborn was seated as member) -**

Steve explained that the Applicants have requested to continue this to the May 21<sup>st</sup> meeting and they also suggested an updated timeline for submitting revised plans, a meeting for comments, site walk, and further revised plans. Don Bormes asked if more funds have been deposited into the escrow account; Steve responded No but the Applicants are aware they need to do this before the application can move forward. Will stated that he would like to see an Interconnect agreement with the utility company which has been discussed many times before. Michael Redding stated that a pre-application was completed March 18<sup>th</sup> but a formal application for the agreement will not be submitted to Eversource until the site plan is approved. He agreed to provide evidence of correspondence with Eversource to show that this is moving forward per Will's request.

Will stated that he would like to see the hearing continued to the June 18<sup>th</sup> meeting so that all members can look at plans together versus a virtual meeting. Andy Sanborn made a motion to continue the hearing to June 18<sup>th</sup>. Jody Slack seconded the motion and the motion passed unanimously with votes as follows:

Sanborn/Yes Bormes/Yes Slack/Yes Ellis/Yes Olmstead/Yes

**Other Business**

**(Chair Deb Schneckloth resumed as member)**

**a. Discussion of distinction between Level I and Level II Home Occupations** – Chair Schneckloth explained that Steve sent the existing language in the ordinance that describes Level I and II Home Occupations to LRPC for their feedback. Dave Jeffers provided comments and Chair Schneckloth stated that Steve can send this correspondence to members but essentially she thinks Dave's interpretation is the same as hers; Level II refers to manufacturing a product. She would like to get input from Attorney Christine Fillmore on this but was told by Town Administrator Trish Stafford that she will need to request this through the Selectmen. Selectman Olmstead clarified that the \$10,000 requested in the PB's FY21 budget for legal fees cannot be expended until July 1<sup>st</sup> (the new fiscal year), so the line for legal fees is still in the BOS budget. He stated that the Planning Board will not need permission to expend from their own legal fees line after June 30<sup>th</sup>.

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Chair Schneckloth asked if members were in agreement that she should be on the April 29<sup>th</sup> BOS agenda to request this; members agreed.

**b. Planner's update** – Steve stated that the Spring Planning & Zoning Conference has been cancelled.

**c. May workshop meeting** – Chair Schneckloth stated that she would like to cancel the workshop meeting in May; members agreed.

Meeting adjourned at 8:50. The next meeting is scheduled for **Thursday, May 21<sup>st</sup> at 7:00.**

Respectfully Submitted, Audry Barriault