

**PLANNING BOARD
27 School Street
HILLSBOROUGH, NH
October 21, 2020**

DATE APPROVED: 11/04/20

TIME: 7:00 p.m. – 7:52 p.m.

MEMBERS: Gary Sparks- Chairman, Susanne White-Vice Chair, Bob Hansen, Adam Charrette, Ed Sauer Melinda Gehris

EX-OFFICIO: James Bailey III

PLANNING DIRECTOR: Robyn Payson

ALTERNATES: Denise Deforest

EXCUSED: Bob Hansen

Others Present:

Consultant: Glenn Sheppard GWTS LLC

Public: Audrey Lawson, Donna Andersen, Harry Andersen, James Kent, John Segedy, Paul Ruggiero, Richard Head

Chairman Sparks called the meeting to order at 7:00 PM and read the “Right to Know Meeting Check list” (at end of document).

Chairman Sparks called the roll:

Susanne White-Present; no one in the room.

Adam Charrette-Present; no one in the room

James Bailey- Present; no one in the room.

Melinda Gehris- Present; no one in the room.

Ed Sauer- Present; no one in the room.

Gary Sparks- Present; Marjorie Porter in the room.

Gary Sparks welcomed the public to listen to the meeting. He directed anyone who wanted a copy of the transcript or the recording to contact Planning Director, Robyn Payson not the Planning Board’s consultant Glenn Shepherd of GeeWiz Technical Services.

Minutes

9/16/2020 Susanne White made a motion to approve the minutes as corrected (typo). Jim Bailey seconded the motion.

Roll Call Vote-Jim Bailey-Y, Susanne White-Y, Gary Sparks-Y, Melinda Gehris-Y, Ed Sauer-Y, Adam Charrette-AB. The minutes were approved.

10/07/2020-Susanne White made a motion to approve the minutes as corrected (typo). Jim Bailey seconded the motion.

Roll Call Vote-Jim Bailey-Y, Susanne White-Y, Gary Sparks-Y, Melinda Gehris-Y, Ed Sauer-Y, Adam Charrette-Y. The minutes were approved.

Public Hearing

Site Plan Review

Map 1 Lots 21-1 & 27

25 & 31 Carr Rd.

Kevin McCauley

Case No. 2020-02

Gary Sparks said the hearing that was scheduled on the agenda will not be heard because a completed application has not yet been submitted. The chairman was aware that there were members of the public with interest in the project present, and he wanted them to know public comment would not likely be taken. The hearing is continued to the next regularly scheduled Planning Board meeting on November 4th at 7:00pm. The Board will either accept the completed application or decide whether to deny without prejudice to allow the applicant time to complete their application and re-submit it.

Ed Sauer asked if anything new could be forwarded to the Board before the meeting. Robyn said that anything new should be submitted to the board 7 days before the hearing. Right.

Jim Bailey made a motion to continue the public hearing to the next regularly scheduled Planning Board meeting on Wednesday, November 4 at 7:00pm. At that time the Planning Board will vote to accept the application or deny it without prejudice. Adam Charrette seconded the motion.

Roll Call Vote-Jim Bailey-Y, Susanne White-Y, Gary Sparks-Y, Melinda Gehris-Y, Ed Sauer-Y, Adam Charrette-Y. The hearing was continued.

Gary Sparks said he was sorry the board wasn't able to move forward until the application was complete. 14:33 - 14:41

So, I'm sorry, we weren't able to, we're just not able to move on until we, we get something more from the applicant.

Work Meeting

Gary reminded the Board of the Land Use Law conference that will be held virtually on October 31st and highly recommended the Board attend.

Gary asked Robyn if she had anything for the Board. She said that the warrant articles were being reviewed by Town Counsel and the Solar and Wind ordinances were with Dubois & King for review, and then they will be forwarded to Town Counsel for legal review. The Planning Board is on track to hold public hearings on zoning on time.

Gary asked Robyn if the Historic District Rules of Procedure have been reviewed yet. She said that they are still being reviewed by Town Counsel.

Harry Andersen, an abutter to the McCauley application asked if comments and concerns could be submitted in writing. He has some very serious concerns and specific questions he would like addressed. Robyn anything submitted in writing would be circulated to the board and entered in to the record.

Having no further business Jim Bailey made a motion to adjourn. Ed Sauer seconded the motion.

Roll Call Vote-Jim Bailey-Y, Susanne White-Y, Gary Sparks-Y, Melinda Gehris-Y, Ed Sauer-Y, Adam Charrette-Y.

Meeting adjourned 7:20pm

Respectfully Submitted,

Robyn Payson, Planning Director

Town of Hillsborough
Right-to-Know Law Meeting Checklist
Meeting 10/21/2020

As Chair of the Hillsborough Planning Board, due to the COVID-19/Coronavirus crisis and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04, this Board is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to the meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, this is to confirm that we are:

We are utilizing the GoToMeeting platform for this electronic meeting. All members of the Board have the ability to communicate contemporaneously during this meeting through the GoToMeeting platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following:

Please join the meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/466640709>

You can also dial in using your phone.

Phone number: +1 (224) 501-3412

Access Code: 466-640-709

We previously gave notice to the public of how to access the meeting using GoToMeeting and instructions are provided on the Town of Hillsborough's website

at: www.town.hillsborough.nh.us.

If anybody has a problem, please call Planning Director, Robyn Payson at **603-464-7971** or email at: **robyn@hillsboroughnh.net**

In the event the public is unable to access the meeting, we will adjourn the meeting and have it rescheduled at that time.

Please note that all votes that are taken during this meeting shall be done by Roll Call vote.

Let's start the meeting by taking a Roll Call attendance. When each member states their presence, also please state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.