



PLANNING BOARD MEETING

Monday, January 11, 2021 7:00 PM
Via ZOOM

MINUTES

Approved 1/25/2021

I. Call to Order

Mr. Wahrlich called the meeting to order at 7:00 PM and read the following statement:

This meeting is being conducted in accordance with the provisions of the Governor's Executive Order no. 2020-04 and the emergency meeting provisions of RSA 91-A to permit participation of board members by electronic means. Under the conditions of the current COVID-19 pandemic and the protocols established by the Centers for Disease Control (CDC), it is not reasonably practical for a quorum of this board's members to attend this meeting in person.

II. Roll Call

Mr. Wahrlich asked for a roll call.

Present: Dale Girard, Marlene Boisclair, David Putnam, Richard Wahrlich, Bruce Kolenda, Ed Morris, Matt Mooshian, Debora Matteau, Nicholas Koloski

Absent: David Pacetti

City Staff: Scott Osgood, City Planner

III. Election of Officers

Mr. Osgood assumed control of the meeting for this item.

Board Chair

Mr. Osgood called for nominations for Planning Board Chair. Ms. Matteau nominated Mr. Wahrlich. Mr. Putnam seconded the nomination.

Roll Call Vote: Dale Girard (yes), Marlene Boisclair (yes), David Putnam (yes), Richard Wahrlich (yes), Ed Morris (yes), Matt Mooshian (yes), Debora Matteau (yes)

(Bruce Kolenda momentarily lost connection with the meeting and did not vote on this nomination.)

Mr. Wahrlich accepted the nomination.

Board Vice-Chair

Mr. Osgood called for nominations for Planning Board Vice-Chair. Mr. Wahrlich nominated Mr. Putnam. Ms. Matteau seconded the nomination.

Roll Call Vote: Dale Girard (yes), Marlene Boisclair (yes), David Putnam (yes), Richard Wahrlich (yes), Bruce Kolenda (yes), Ed Morris (yes), Matt Mooshian (yes), Debora Matteau (yes)

Mr. Putnam accepted the nomination.

Mr. Wahrlich resumed control of the meeting.

IV. Adoption of 2021 Meeting Schedule

Motion: To accept the 2021 Planning Board meeting schedule as submitted.

Made by: Ms. Matteau **Second:** Mr. Putnam

Roll Call Vote: Dale Girard (yes), Marlene Boisclair (yes), David Putnam (yes), Richard Wahrlich (yes), Bruce Kolenda (yes), Ed Morris (yes), Matt Mooshian (yes), Debora Matteau (yes)

V. Review of Minutes of previous meeting(s)

A. December 28, 2020

Motion: To accept the minutes of the December 28th meeting as written

Made by: Mr. Girard **Second:** Mrs. Boisclair

Roll Call Vote: Dale Girard (yes), Marlene Boisclair (yes), David Putnam (yes), Richard Wahrlich (yes), Bruce Kolenda (yes), Ed Morris (abstain), Matt Mooshian (yes), Debora Matteau (abstain)

VI. Old Business

- A. (PL 2020-00021) Jonathan Nelson & Berkley Heath, 31 Myrtle Street** – Application for a conditional use permit for the addition of a 3rd dwelling unit at **31 Myrtle Street**. Tax Map 119, Lot 289. Zoning District: CR-2 (Cont. from 12/28/2020)

Mr. Osgood stated that the Zoning Board was unable to meet on January 4th, so Mr. Nelson did not yet have the variance he needs for this project. Mr. Osgood asked the Board to continue the hearing to the February 8th meeting.

Motion: To continue this hearing to the February 8, 2021 Planning Board meeting at 7:00 PM.

Made by: Mr. Putnam **Second:** Mr. Morris

Roll Call Vote: Dale Girard (yes), Marlene Boisclair (yes), David Putnam (yes), Richard Wahrlich (yes), Bruce Kolenda (yes), Ed Morris (yes), Matt Mooshian (yes), Debora Matteau (abstain)

VII. New Business

A. 2022-2027 Capital Improvement Plan

Mr. Wahrlich, Mr. Putnam, and Mr. Morris spent a few minutes explaining the development of the CIP, the work of the CIP committee, and the roll of the CIP in budgeting.

The task before the Board at this meeting was to rank each of the proposed projects in the CIP as to their consistency with the Master Plan Vision and Goals. A copy of the CIP Guidance Criteria is included with these minutes as Attachment A. The Board systematically reviewed each of the 80 lines in the CIP and came to a consensus on each one before moving on to the next. A copy of their completed work is included with these minutes as Attachment B.

Motion: That we approve and accept our recommendations for the Capital Improvement Plan following the Master Plan

Made by: Mr. Putnam **Second:** Mr. Mooshian

Roll Call Vote: Dale Girard (yes), Marlene Boisclair (yes), David Putnam (yes), Richard Wahrlich (yes), Bruce Kolenda (yes), Ed Morris (yes), Matt Mooshian (yes), Debora Matteau (yes)

Motion: That a letter be drafted and signed by the Chair of the Planning Board presenting the Capital Improvement Plan to the City Council

Made by: Mr. Putnam **Second:** Ms. Matteau

Roll Call Vote: Dale Girard (yes), Marlene Boisclair (yes), David Putnam (yes), Richard Wahrlich (yes), Bruce Kolenda (yes), Ed Morris (yes), Matt Mooshian (yes), Debora Matteau (yes)

VIII. Reports of officers and committees

There were no reports.

IX. Reading of communications directed to the board

There were no communications to the Board.

X. Other Business; Public Comment

There was no other business for the Board.

XI. Adjournment

Motion: To adjourn the meeting

Made by: Mr. Putnam **Second:** Ms. Matteau

Roll Call Vote: Dale Girard (yes), Marlene Boisclair (yes), David Putnam (yes), Richard Wahrlich (yes), Bruce Kolenda (yes), Ed Morris (yes), Matt Mooshian (yes), Debora Matteau (yes)

The meeting adjourned at 9:38 PM.

Respectfully submitted,
deForest Bearse
Resource Coordinator