

**January 5, 2021  
Planning Board  
VIA Zoom**

**Present were: Regular Members:** Tom McCue, Lori Langlois, Anthony Valliere, Lane Strahan, Brian Valerino; **Ex-Officio members:** Lucie Remillard and Lise Barrette; **Alternate Members:** Richard Cassidy, Theodore Bosen, and Jennifer Lazzaro (6:45pm).

**Excused were Regular Members:** Christina Lefebvre and Suzanne Wasileski.

**Others Present:** Pamela Laflamme, Community Development Director; Burke York, York Land Services; Pat and Kim Golden, purchasers of proposed Map 406 Lot 22.1 and Map 406 Lot 21; Chris Blair, purchaser of proposed Map 406 Lot 22.2; Daniel Whittet, 138 Prospect Street; Michel Salek, Building Inspector.

**Call to Order**

The meeting was called to order at 6:30 PM.

Chair McCue read the following statement:

As Chair of the Planning Board, I find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically. Please note that there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming that we are:

**Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means: We are utilizing Zoom for this electronic meeting. All members of the Board have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone # 646-558-8656, meeting ID 841 9851 1298, Passcode #451964, or by clicking on the Planning Board agenda on the City's website, [www.berlinnh.gov](http://www.berlinnh.gov).**

Providing public notice of the necessary information for accessing the meeting: We previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting using Zoom or telephonically. Instructions have also been provided on the website of the Board at [www.berlinnh.gov](http://www.berlinnh.gov).

Providing a mechanism for the public to alert the public body during the meeting if there are problems with access: If anybody has a problem, please call 752-8587 or email at [plaflamme@berlinnh.gov](mailto:plaflamme@berlinnh.gov).

Adjourning the meeting if the public is unable to access the meeting: In the event the public is unable to access the meeting, the meeting will be adjourned and rescheduled. Please note that all votes that are taken during this meeting shall be done by roll call vote.

Chair McCue asked that everyone state their name when speaking to help in the taking of minutes.

A Roll Call was taken:

Reg. Member Tom McCue – Present and alone  
Reg. Member Lori Langlois—Present and alone  
Reg. Member Anthony Valliere – Present and alone  
Reg. Member Lane Strahan – Present and alone  
Reg. Member Brian Valerino – Present and alone  
Ex-Officio Member Lucie Remillard – Present and alone  
Ex-Officio Member Lise Barrette – Present and alone

### **Public Comments**

None

### **Approval of December 2020 minutes**

Chair McCue pointed out the error on Page 3 second paragraph where it should say 'accommodate' instead of 'accompany'. Ms. Remillard made a motion to approve the minutes of the December 2020 meeting as amended. Mr. Valerino seconded the motion. So moved, the motion passed by roll call vote: McCue – aye, Langlois – aye, Valliere – aye, Strahan – aye, Valerino – aye, Remillard – aye, Barrette – aye.

### **Site Plan Review – Timberland Adventures Inc., Tax Map 407 Lot 15 (continued from December 1, 2020 meeting)**

The Site Plan Review is not ready at this time and is being tabled. This is the official Public Notice for a continuance until the February 2, 2021 meeting at 6:30pm. No notice will be mailed or published, this is an official notice of record.

### **Minor Subdivision – Bourbeau, Tax Map 406 Lot 22 – 154 Cates Hill Road**

Ms. Langlois made a motion accept the application complete as submitted. Ms. Strahan seconded the motion. So moved, the motion passed by roll call vote: McCue – aye, Langlois – aye, Valliere – aye, Strahan – aye, Valerino – aye, Remillard – aye, Barrette – aye.

Burke York reviewed the plan for the subdivision of Map 406 Lot 22, pointing out the location of the three proposed parcels. Lot 22 will now have 32.46 acres. Proposed Lot 22.1, which the house will sit on, will be 38.97 acres. This lot currently has a gravel driveway to the house and wraps around a small 50x50 lot owned by Gagne, and also

wraps around Lot 21 owned by Bourbeau. Proposed Lot 22.2 will have 15 acres. This lot has a spring in the southwest quadrant with water line rights to the 1 acre Bourbeau lot and crossing the street to another property. There is a purchase and sales agreement for both Lot 21 and proposed Lot 22.1 by the same people.

Chair McCue recessed the regular meeting and opened a Public Hearing at 6:50pm. No public comments were heard. Ms. Laflamme shared that abutter David Roberts had reached out to her asking that it be noted he still has rights to the well. Chair McCue closed the Public Hearing and reopened the regular meeting.

Ms. Remillard made a motion to approve the minor subdivision of Map 406 Lot 22 into three new parcels. Mr. Valliere seconded the motion. So moved, the motion passed by roll call vote: McCue – aye, Langlois – aye, Valliere – aye, Strahan – aye, Valerino – aye, Remillard – aye, Barrette – aye.

Ms. Langlois made a motion to authorize Chair McCue or his designee to sign the approved plan to have recorded at the Registry. Ms. Strahan seconded the motion. So moved, the motion passed by roll call vote: McCue – aye, Langlois – aye, Valliere – aye, Strahan – aye, Valerino – aye, Remillard – aye, Barrette – aye.

#### **Lot Merger – Tax Map 111 Lots 89 & 90**

Roger and Sylvia Charest, 505 Third Avenue would like to merge their two lots, with their house being on Lot 90. Ms. Remillard made a motion to approve the lot merger. Ms. Langlois seconded the motion. So moved, the motion passed by roll call vote: McCue – aye, Langlois – aye, Valliere – aye, Strahan – aye, Valerino – aye, Remillard – aye, Barrette – aye.

#### **Project Updates**

Mr. Luksza has made progress with his project on Route 110. He has been working with the Department of Environmental Services as well as the Department of Transportation.

The proposed commercial solar farm project has encountered issues with transmission and withdrawn their project for the time being.

The battery storage project from Brookfield Power is moving forward and will be coming to the Planning Board in the near future.

BIDPA has officially sold its property along East Milan Road to North Country Growers.

BIDPA is working on getting the hotel and lodging feasibility study. A draft form should be ready for their next meeting.

The City is working on developing a TIF District (Tax Increment Financing), for Route 110. This will help in extending water and sewer services along Route 110 and, in turn, help with development.

Timberland Adventures is still actively working on their project and is looking for an alternative access plan.

There have been City owned building demolitions happening in the downtown area: the theater, the adjacent building, the building next to the fire department, and also a Fourth Avenue property with some longstanding issues. There also looks to be a privately owned building demolition in the downtown area.

We will be having a Master Plan meeting on Wednesday, January 20<sup>th</sup> with Resilience Planning and Design. Ms. Laflamme has sent out examples of other plans for everyone to review, and everyone is asked to refresh themselves with the current plan. This meeting is not a requirement of the Planning Board but attendance is encouraged. The City Council, BIDPA members and members of the public will all be invited.

### **Other**

Chair McCue has met with the City Council to talk about the roles and process of the Planning Board and the roles of the City Council when it comes to development, especially along Route 110. Land issues should always be brought to the Planning Board, and issues like tax relief, infrastructure and city owned land would be brought to the council.

Chair McCue discussed the NH Planning Handbook which has been sent to all the members focusing on the topic of members of the board being challenged. He went on to say that if a member advised or assisted an applicant, or has directly or indirectly given an opinion on a project then, they should recuse themselves when decisions are made.

Chair McCue's term is expiring this year. Although term limits are not found in State law, Ms. Laflamme says she has found mention of it in some previous versions of By-Laws and also some Ordinances. She is suggesting that Rules of Procedure be developed. This would clarify term limits, joint meetings with the Zoning Board, taking of minutes, meeting procedures, and committees.

### **Public Comments**

Dan Whittet shared that he is a new member of the community and has been involved with a Planning Board in the past. He has heard about our work on the Master Plan and he would like to become involved with the process.

### **Member Comments**

None

### **Planner Comments**

The meeting for the Master Plan will be on January 20<sup>th</sup>, more information will follow.

The next Planning Board meeting will be February 2<sup>nd</sup> on Zoom platform.

BIDPA will be having a special meeting soon where the City Council and the Planning Board members will be invited.

### **Adjournment**

There being no further business to come before the board, Mr. Valerino made a motion to adjourn, seconded by Ms. Langlois. . So moved, the motion passed by roll call vote: McCue – aye, Langlois – aye, Valliere – aye, Strahan – aye, Valerino – aye, Remillard – aye, Barrette – aye.

The meeting ended at 7:23pm.

The next Planning Board meeting will be held on Tuesday February 2, 2021.

Respectfully submitted,

Lise Barrette

\* Note: These minutes are unofficial until they have been accepted by the Planning Board by motion.