

**March 5, 2024
Planning Board**

Present were: Regular Members: Vice-Chair Tom McCue, Dan Whittet (via zoom), and Karen Collins; **Ex-Officio Member:** Lise Barrette; **Alternate Members:** Eamon Kelley and Cassandra Mason.

Excused were Regular Members: Chair Lori Langlois, Henry Noel, Larry Laflamme, Micah Bachner; **Alternate Member:** Jeffrey Quackenbush

Others Present Pamela Laflamme, Director of Strategic Initiatives; Lisa Connell, Berlin Daily Sun; Brian Parise, Division of Parks and Recreation; Will Davis, Horizons Engineering; Kelly Stoecklein, SE Group (via zoom).

Vice-Chair Tom McCue called the meeting to order at 6:30pm. Mr. McCue appointed Eamon Kelley and Cassandra Mason as voting members for the meeting.

Public Comments

None

Approval of February 6th and 21st 2024 Minutes

Mr. Kelley made a motion to approve the minutes of the February 6th and 21st 2024 meetings as submitted. Ms. Mason seconded the motion. All in favor, the motion carried.

Site Plan Review per 674:54 Governmental Land Uses/State of NH – Division of Natural & Cultural Resources – Jericho Mountain State Park

Ms. Laflamme explained that this review is per RSA 674:54 which means that anything the State brings to the Planning Board is non-binding. We can give our feedback but we cannot state any conditions.

Ms. Collins made a motion to accept the application to be complete as submitted. Mr. Kelley seconded the motion. All in favor, the motion carried.

Mr. Will Davis shared the plans which showed the location of the new RV Camping park, the paved road, camp sites which are ledge packed and the drainage plans. They have gone through a lot of permitting with DES and EPA. The utility plan was also shown which includes the public water and wastewater systems. Each site will have three-way hookups including electricity. There are two new infill sites and extra parking which will be developed at the existing site.

Mr. Whittet asked about the Stormwater Pollution Prevention plans. Mr. Davis said they are part of EPA compliance and will be done prior to construction but are not in this plan.

Mr. McCue recessed the Board meeting to open the Public Hearing at 7:44pm. After no comments were heard, he closed the Public Hearing and resumed the Planning Board meeting.

Mr. McCue asked how large this expansion is. Mr. Davis said it is for 19 RV sites and 2 smaller infill sites.

Ms. Laflamme asked if the water and wastewater systems on the designs will be just to accommodate for these proposed sites or will there be room for expansion. Mr. Davis said it is being designed for these sites but there is room for possible expansion if needed.

Mr. Kelley asked about park access from these sites. Mr. Parise said it will probably be kept as is.

There was discussion on whether it would be open year-round or if the paved road would be open year-round. The season for the RV Park will be based on Jericho Trails operation, which is usually May 23rd until the end of October.

Ms. Collins made a motion to acknowledge and support the design plans for the RV Camping Park. Ms. Barrette seconded it. All in favor, the motion carried.

Housing Opportunity Grant- Survey Review

Ms. Laflamme shared some information on the survey she had just received from Barrett Planning Group. She will email it to everyone for review and would like everyone to send her any comments. There will be another event in early May using the feedback received from the survey that the Barrette Planning Group will be collecting. They will be using an online survey program.

Ms. Barrette asked if there would be paper copies or flyers shared also. There will be copies available throughout City Hall and the library. Flyers and QR codes will also be available. There was discussion on ways to incentivize people to complete a survey. They will be anonymous. Ms. Barrette suggested sending flyers to different organizations in the area like Senior Meals, Tri County Cap, Service Link, and many others.

Other

None

Public Comments

None

Member Comments

Mr. McCue reminded everyone that they were sent links by Ms. Laflamme for links to the new Planning Handbooks. She also has a few more books available.

Mr. McCue shared that Saturday, May 11th is the Spring Zoning and Planning Conference which will be all online.

Mr. Whittet asked if this current Housing Review is separate from re-writing the entire ordinance. Ms. Laflamme has gotten a couple quotes for redoing the ordinance and it's

looking like it will be a little over \$100,000. She will look into budgeting this in the next fiscal year.

Mr. Whittet asked about the planning for the eclipse. Ms. Laflamme said that is being done by the Chamber of Commerce. The City's Emergency Management Team has also been meeting to discuss planning for a scenario of where we could have a very large number of visitors. The Berlin library will be receiving and giving away special eclipse glasses.

Project Updates

Ms. Laflamme shared that the RAISE grant is in for final Federal review and she hopes that in about six to eight weeks she will be able to put out bid the design engineering. It may be hard to find an engineering firm as many are very busy with projects.

Ms. Laflamme is working on the close out of the Riverwalk Project.

She is working on becoming certified for the DOT Local Public Agency Certification for the City.

The Housing Demolition project has been awarded for five of the seven buildings. She is waiting to see if the State will amend the final two awards to make them a higher amount. Mr. McCue asked whether these properties will be offered to abutters after demolition or put out to bid. Ms. Laflamme said that some will be offered to abutters and others which can be built on will go out for bid.

Ms. Laflamme shared that there is an open position on the council and if anyone is interested they can run for this position. Once someone is chosen, it will then be determined if that new person will take on the committees of Denise Morgan or if they will be given to someone else.

Adjournment

There being no further business to come before the board, Mr. Kelley made a motion to adjourn. Mr. Whittet seconded it. All in favor, the motion carried.

The Planning Board meeting ended at 7:16pm.