

**TOWN OF WOLFEBORO
PLANNING BOARD
April 7, 2020
MINUTES**

Members Present: Kathy Barnard, Chairman, Vaune Dugan, Vice-Chairman, Brad Harriman, Selectmen's Representative, Mike Hodder, Susan Repplier, Peter Goodwin, Members.

Member Absent: John Thurston, Member.

Staff Present: Matt Sullivan, Director of Planning and Development.

Chairman Barnard opened the virtual meeting at 7:00 PM.

Matt Sullivan noted the meeting is livestream via Wolfeboro Community Television. He noted the abutters were notified of the application continuance and the Planning Board applications are available on the Planning Board webpage. He stated the application information will change prior to the May 4, 2020 Planning Board meeting. He stated the applicants have been made aware that they will be prohibited to submit any new material at that meeting.

I. Election of Temporary Meeting Chair and Vice Chair

Kathy Barnard stated the Board's Rules of Procedure states the Board has to elect officers in April. She asked if any members have an issue with her continuing to chair the meeting.

Mike Hodder recommended the officers from the preceding year continue to ensure continuity due to the unusual circumstance. He recommended the election of officers be continued to the Board's next meeting in April.

It was moved by Mike Hodder and seconded by Brad Harriman to appoint Kathy Barnard as temporary Chair and Vaune Dugan as temporary Vice-Chair of the April 7, 2020 Planning Board meeting. Roll call vote: Kathy Barnard – yes (acknowledged there is no one present with her), Vaune Dugan – yes (acknowledged there is no one present with her), Peter Goodwin – yes (acknowledged there is a person present with him), Brad Harriman – yes (acknowledged there is no one present with him), Mike Hodder – yes (acknowledged there is no one present with him), Susan Repplier – yes (acknowledged there is no one present with her). All members voted in favor. The motion passed.

Kathy Barnard stated there will be no public hearings this evening rather, she will only be reading them into the record and scheduling the applications for May 5, 2020. She noted Brad Harriman will have a conflict with the Harriman Hill applications and she will have a conflict with both the Harriman Hill applications and the Huggins Hospital application. However, for the sake of continuing the applications she asked the Board if they have an issue with both her and Mr. Harriman participating in the continuance of those applications.

It was the consensus of the Board to allow Brad Harriman and Kathy Barnard to participate in the continuance of the Harriman Hill and Huggins Hospital applications.

II. Chair Script

Kathy Barnard read the following script:

Good evening and welcome to the April 7th meeting of the Wolfeboro Planning Board.

As Chair of the 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 this 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:

- a) *Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means;*
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 phone #+1 (646) 749-3122 followed by the audio access code 918-242-429, or by video following the directions on the Town of Wolfeboro Website posted on the home page under the Virtual Town Meeting Login Information page.
- b) *Providing public notice of the necessary information for accessing the meeting;*
We previously gave notice to the public of how to access the meeting using GoToMeeting, and instructions are provided on the Town of Wolfeboro website the on Virtual Town Meeting Login Information page.
- c) *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 accessing the meeting via phone or computer, please immediately email planningdirector@wolfeboronh.us
- d) *Adjourning the meeting if the public is unable to access the meeting.*

In the event that 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. I'd like to start the meeting with 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.

- e) *Meeting Notes*
Members of the Board will be unmuted for the entirety of the meeting. Members of the public will be muted for the meeting with the exception of public comment portions or public hearings.

Thank you.

III. Action Item
Voluntary Lot Merger
Pamela A. Clifford
Tax Map #234-7 and 234-7-1

Matt Sullivan stated the applicant has submitted a demolition permit/raze permit for one of the structures on the property (eastern lot). He stated the applicant is willing to remove the structure; noting such resolves the nonconformity issue.

Mike Hodder asked which lot the structure will be razed.

Matt Sullivan showed the structure on the computer screen. He recommended approval of the lot merger.

Kathy confirmed the nonconformity is resolved.

Matt Sullivan stated two components of the nonconformity is brought closer into compliance however, the number of structures is a net zero after the modification (razing of the structure).

It was moved by Mike Hodder and seconded by Vaune Dugan to approve the Pamela A. Clifford Lot Merger, Tax Map #234-7 and 234-7-1. Roll call vote: Kathy Barnard – yes, Vaune Dugan – yes, Brad Harriman – yes, Mike Hodder – yes, Susan Repplier – yes, Peter Goodwin – yes. All members voted in favor (6-0). The motion passed.

IV. Scheduled Appointments / Public Hearings / Public Forum

Kathy Barnard stated all applications will be continued to May 5, 2020 at 7PM at the Great Hall, Town Hall.

Matt Sullivan stated he recommends the Board continues to a place certain.

Abbie W. Brown Trust of 2012

Special Use Permit; Construction within Wetlands Buffer and Setback

Tax Map #150-33, Case #2020-08

Kathy Barnard stated the public hearing is scheduled for 7 PM.

Matt Sullivan recommended the site visit for said application be continued to May 5, 2020 at 6:30 PM. He encouraged the Board visit the site individually.

It was moved by Peter Goodwin and seconded by Vaune Dugan to continue the site visit for the Abbie W. Brown Trust of 2012 Special Use Permit application to May 5, 2020 at 6:30 PM at 10 Burroughs Lane, Wolfeboro and continue the Special Use Permit application and public hearing to May 5, 2020 at 7 PM at the Great Hall, Town Hall. Roll call vote: Kathy Barnard – yes, Vaune Dugan – yes, Brad Harriman – yes, Mike Hodder – yes, Susan Repplier – yes, Peter Goodwin – yes. All members voted in favor (6-0). The motion passed.

Huggins Hospital

Site Plan Review; Primary Care Center Renovations (Parking Lot and Salt Shed Construction)

Tax Map #231-90, Case #2020-14

It was moved by Mike Hodder and seconded by Vaune Dugan to continue the Huggins Hospital Site Plan Review application and public hearing to May 5, 2020 at 7:15 PM at the Great Hall, Town Hall. Roll call vote: Kathy Barnard – yes, Vaune Dugan – yes, Brad Harriman – yes, Mike Hodder – yes, Susan Repplier – yes, Peter Goodwin – yes. All members voted in favor (6-0). The motion passed.

Wolfeboro Village Townhouses/Robert and Diane Fortin

Site Plan Review; Addition of Deck to Unit #7

Tax Map #217-119-7, Case #2020-09

It was moved by Mike Hodder and seconded by Vaune Dugan to continue the Wolfeboro Village Townhouses/Robert and Diane Fortin Site Plan Review application and public hearing to May 5, 2020 at 7:50 PM at the Great Hall, Town Hall. Roll call vote: Kathy Barnard – yes, Vaune Dugan – yes, Brad Harriman – yes, Mike Hodder – yes, Susan Repplier – yes, Peter Goodwin – yes. All members voted in favor (6-0). The motion passed.

Eastern Lakes Region Housing Coalition, Inc.

Boundary Line Adjustment

Tax Map #176-20-1, Case #2020-11

Eastern Lakes Region Housing Coalition, Inc.

Condominium Subdivision – 20 Lots

Tax Map #176-20-1, Case #2020-12

Eastern Lakes Region Housing Coalition, Inc.

Site Plan Review – 20 Lot Residential Development

Tax Map #176-20-1, Case #2020-13

It was moved by Peter Goodwin and seconded by Vaune Dugan to continue the Eastern Lakes Region Housing Coalition, Inc. Boundary Line Adjustment, 20-Lot Condominium Subdivision and Site Plan Review for 20-Lot Residential Development application and public hearing to May 5, 2020 at 8 PM at the Great Hall, Town Hall. Roll

call vote: Kathy Barnard – yes, Vaune Dugan – yes, Brad Harriman – yes, Mike Hodder – yes, Susan Repplier – yes, Peter Goodwin – yes. All members voted in favor (6-0). The motion passed.

Adam and Jacquelyn Loren

Pre-application Discussion; Design Review – 6 Lot Conservation Open Space Subdivision

Tax Map #266-4-1, Case #2020-10

It was moved by Mike Hodder and seconded by Vaune Dugan to continue the Adam and Jacquelyn Loren Pre-application discussion for Design Review to May 5, 2020 at 9 PM at the Great Hall, Town Hall. Roll call vote: Kathy Barnard – yes, Vaune Dugan – yes, Brad Harriman – yes, Mike Hodder – yes, Susan Repplier – yes, Peter Goodwin – yes. All members voted in favor (6-0). The motion passed.

V. Public Comment

Matt Sullivan stated there is no public present online nor has he received public comment via email.

VI. Communications & Miscellaneous

N/A

VII. Work Session

Matt Sullivan noted the following agenda items for the April 21, 2020 virtual meeting;

- i. Election of Officers
- ii. Appointments of Planning Board Alternates
- iii. 2020 Work Plan Prioritization
- iv. Discussion of Rules of Procedure of Amendment
- v. Update on Parking and Loading Requirements Amendments
- vi. Collden Farms Construction Observation Report

Kathy Barnard requested CIP Appointments be added to the 4/21/20 agenda.

VIII. New Business

N/A

IX. Approval of Minutes

March 3, 2020

Corrections: Page 2, 4th paragraph; add “off of Route 28” at the end of sentence
Page 10, New Business, 1st paragraph, 2nd sentence; strike “feel” & replace with “she feels”

It was moved by Mike Hodder and seconded by Peter Goodwin to approve the March 3, 2020 Wolfeboro Planning Board minutes as amended. Roll call vote: Kathy Barnard – yes, Vaune Dugan – abstain, Brad Harriman – yes, Mike Hodder – yes, Susan Repplier – yes, Peter Goodwin – yes. The motion passed (5-0-1).

It was moved by Mike Hodder and seconded by Vaune Dugan to adjourn the April 7, 2020 Wolfeboro Planning Board meeting. Roll call vote: Kathy Barnard – yes, Vaune Dugan – yes, Brad Harriman – yes, Mike Hodder – yes, Susan Repplier – yes, Peter Goodwin – yes. All members voted in favor (6-0). The motion passed.

There being no further business, the meeting adjourned at 7:40 PM.

Respectfully Submitted,

Lee Ann Hendrickson

Lee Ann Hendrickson

****Please note these minutes are subject to amendments and approval at a later date. ****