

**Town of Boscawen**  
Planning Board  
Boscawen Municipal Complex  
Meeting Minutes - Final  
March 6, 2018 at 6:30pm

**Members Present:** Bruce Crawford – Chair, Roberta Witham – Vice-Chair, Matt Lampron, Barbara Randall, James Scrivens, Mark Varney – Ex-Officio

**Alternate Members Present:** Rhoda Hardy

**Alternate Members Excused:** Jeff Reardon, Roger Sanborn – Alternate Ex-Officio

**Others Present:** Alan Hardy – Planning & Community Development Director, Kellee Jo Easler – Planning & Community Development Assistant, Brian Fleury – Resident

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Chairman Bruce Crawford called the meeting to order at 6:32pm.

Roll call performed by Kellee Jo Easler

**Prior Meeting Minutes Review & Acceptance:**

The Board reviewed meeting minutes from November 7, 2017. Members suggested edits.

**Motion made by James Scrivens, and seconded by Barbara Randall, to approve the minutes from the November 7, 2017 meeting with amendments. All in favor.**

The Board reviewed meeting minutes from December 19, 2017 – the 1<sup>st</sup> Listening Session for the Plains Village District. Members suggested edits.

**Motion made by James Scrivens, and seconded by Barbara Randall, to approve the minutes from the 1<sup>st</sup> Listening Session on December 19, 2017 with amendments. All in favor.**

The Board reviewed meeting minutes from January 9, 2018 – the 2<sup>nd</sup> Listening Session for the Plains Village District. Members suggested edits.

**Motion made by James Scrivens, and seconded by Barbara Randall, to approve the minutes from the 2<sup>nd</sup> Listening Session on January 9, 2018 with amendments. All in favor.**

The Board reviewed meeting minutes from January 9, 2018 – 1<sup>st</sup> Public Hearing for the Plains Village District. Members suggested edits.

**Motion made by James Scrivens, and seconded by Mark Varney, to approve the minutes from the 1<sup>st</sup> Public Hearing for the Plains Village District on January 9, 2018 with amendments. All in favor.**

The Board reviewed meeting minutes from January 25, 2018 – *Continuation* of the Public Hearing for the Plains Village District. Members suggested edits.

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**Motion made by Mark Varney, and seconded by James Scrivens, to approve the minutes from the continuation of the Public Hearing for the Plains Village District on January 25, 2018 with amendments. All in favor.**

The Board reviewed meeting minutes from February 6, 2018. Members suggested edits.

**Motion made by James Scrivens, and seconded by Mark Varney, to approve the minutes from the meeting on February 6, 2018 with amendments. All in favor.**

## **Old Business:**

- **Public Hearing - Master Plan Update (*continued*):**

**Chairman Crawford opened the Public Hearing on the Master Plan at 8:23pm.**

- **Transportation**

Chairman Crawford asked the Board if they had input. Mark Varney commented that he thinks it's great the way it's currently written. Brian Fleury noted content and grammatical errors in the section. Page 3: last paragraph regarding the 'recommendations incorporated in both studies' there is a grammatical error. Mr. Fleury mentioned he would skip over the rest of the grammatical errors and focus on content. Page 4: bottom of the page – Boscawen interim improvements 2017-2016. Should that say 2018? Mark Varney noted we needed to clarify the paragraph because we don't budget for the corridor improvements. Mark suggested printing out a copy with the errors and getting it to Kellee to fix the errors. Chairman Crawford tabled the Transportation section until next month to allow for corrections.

**Motion made by Mark Varney, and seconded by Matt Lampron, to table the Transportation section until the April meeting. All in favor.**

- **Energy**

Chairman Crawford mentioned there is a lot of content within this section that he isn't sure we can do anything about. Rhoda Hardy mentioned that Boscawen was spelled incorrectly on page 11. Kellee Jo Easler had sent this document to Edward Cherian, Jr. to review. He made corrections to the section and they were incorporated. Mrs. Hardy stated that on page 7 only half of the 'draft' watermark came off. Alan Hardy said that if spelling errors are found after the document is approved that is a non-substantive change and they will be corrected on an ongoing basis. Brian Fleury said from a public point of view it gets confusing when there is a typo because you're not sure what you're actually reading. Chairman Crawford said it's important that years from now someone reading it be able to understand what was meant.

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Mrs. Hardy mentioned there could be an error on the middle of the last paragraph where it says: 'The link between energy and transportation is a strong one'. She recommended looking at that part again. Chairman Crawford noted there were a lot of run on paragraphs.

**Motion made by James Scrivens, and seconded by Mark Varney, to approve the Energy section of the Master Plan pending proof-reading. All in favor.**

○ **Population & Demographics**

Chairman Crawford said this section is primarily statistics. It was noted that most of the statistics came from the school and the census data. The census information is from 2010. Mr. Hardy noted that on page 2 – 'the office of strategic initiatives' at the bottom of the second paragraph. The word 'strategic' needs to be capitalized.

**Motion made by Rhoda Hardy, and seconded by Barbara Randall, to approve the Population & Demographics section of the Master Plan. All in favor.**

James Scrivens had a question regarding this section. He noted the medium income for Boscawen is less than the surrounding towns. He wanted to know if that's because the Merrimack County Nursing Home residents are residents of Boscawen and their income is reflected in those numbers. Mrs. Hardy noted they are part of our population count. Mrs. Easler said they are allowed to vote in the Town. The Correctional facility members don't vote, but Alan isn't certain that the new treatment facility will be the same way. Mr. Varney said the individuals housed in the treatment facility are still inmates. Discussion ensued.

Board members noted that they didn't have the same version of the documents. Discussion ensued regarding which member had which documents. It was decided to rescind the approval until members have accurate documentation. Mr. Hardy said they will get the current document from Central NH Regional Planning Commission.

**Motion made by Matt Lampron, and seconded by Mark Varney, to rescind the approval of the Population & Demographics section of the Master Plan. All in favor.**

**Motion made by Mark Varney, seconded by Rhoda Hardy, to close the Public Hearing on the Master Plan. All in favor. The Public Hearing closed at 8:52pm.**

**New Business:**

● **Public Hearing: Amendments to Site Plan and Subdivision Regulations:**

Board members reviewed the Amendments to Site Plan and Subdivision Regulations. The changes are marked in yellow. First changes are on page 13 and 14. Kellee Jo Easler explained

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the changes made. Mr. Hardy noted that references were formerly to the map – now they are to the plat. Members suggested edits to both documents. Discussion ensued.

**Chairman Crawford opened the Public Hearing on the Amendments to Site Plan and Subdivision Regulations at 9:00pm.**

**Chairman Crawford closed the Public Hearing on the Amendments to the Site Plan and Subdivision Regulations at 9:00pm with no public comment.**

Chairman Crawford said he would like to compare both documents for continuity. We can send both documents to Central NH Regional Planning Commission after that.

**Motion made by Matt Lampron, and seconded by Mark Varney, to continue the Public Hearing to April 4, 2018. All in favor.**

**Future Business:**

- **Town Meeting – Tuesday, March 13, 2018**

Voting will be from 7:00am to 7:00pm. Town Meeting will be held immediately after at Boscawen Elementary School. There will be a table set up for the Plains Village District Ordinance for informational purposes only.

- **24<sup>th</sup> Annual Spring Planning & Zoning Conference**

- Date: **Saturday, April 28, 2018** at the Grappone Conference Center

Chairman Crawford said if anyone wanted to go to the conference there is a form to fill out. There are various classes you can take and it is paid for by the Town.

**Motion to adjourn made by Mark Varney, and seconded by Barbara Randall. All in favor.**

The meeting adjourned at 9:30pm.

The next meeting of the Planning Board is April 3, 2018 at 6:30pm

*Minutes respectfully submitted by Katie Phelps*