

**TOWN OF WEBSTER
PLANNING BOARD
MEETING MINUTES MAY 21, 2020
(Due to COVID-19 Pandemic meeting held via ZOOM)**

At **6:35 pm** Chairperson Rauth convened the regularly scheduled meeting of the Planning Board and took attendance. Members present were Paul King, Craig Fournier, David Hemenway (Ex-officio Select Board member) and alternate member, Kathy Bacon. Chairperson Rauth appointed Ms. Bacon as a voting member due to the absence of Member Lehmann.

The next order of business was to elect a Planning Board Chairperson. Member Craig nominated Sue Rauth; seconded by Acting Member Bacon and approved unanimously. Roll Call: Member Fournier – yes; Member King – yes; Member Hemenway – yes; Acting Member Bacon – yes; Chairperson Rauth – yes.

The next order of business was to review the draft minutes from the February 20, 2020 meeting. Member Fournier made a motion to accept the minutes as presented; seconded by Member Hemenway and approved unanimously. Roll Call: Member Fournier – yes; Member King – yes; Member Hemenway – yes; Acting Member Bacon – yes; Chairperson Rauth – yes.

At this time Member King asked about the proposed amendment to the Driveway Regulations for driveways 300 feet or longer and radius measurements etc., brought up by Member Hemenway at the February 20th meeting. Discussion had been tabled due to the late hour of that meeting. This will be addressed in a future Planning Board meeting.

The next order of business was to discuss scheduling a public hearing pursuant to RSA 231:58 *Effect of Designation as Scenic Roads*. Eversource has contacted the Planning Board regarding the trimming of trees and brush on two scenic roads, Bashan Hollow and Gerrish, which is done every 4 to 5 years. The last time was in 2016. After a brief discussion, the Board agreed to wait and see if any applications come forward by the submission deadline of 3:00 pm on May 27, 2020 which may also require public hearings. Mrs. Larson will inform Chairperson Rauth if any applications are submitted and then decide on the agenda for the June 18th virtual meeting.

At 6:49 pm Member Lehmann joined the meeting; Acting Member Bacon resumed participation as an Alternate Member.

The next order of business was the Planning Board approval of the 2020 CIP Program. Chairperson Rauth stated that the legislative body of the town did accept most of the CIP Subcommittee's recommendations as presented in the warrant articles at Town Meeting on March 14, 2020. She stated she was happy that the work done was very valuable to the Select Board when preparing the budget. She thanked everybody who participated. At this time Member Fournier made a motion to approve the 2020 CIP Plan as presented; seconded by Member Lehmann and approved unanimously. Roll Call: Chairperson Rauth – yes; Member King – yes; Member Fournier – yes; Member Lehmann – yes; and Member Hemenway – yes.

The next order of business was to discuss final approval of driveway application for 58 Centennial Drive. Mrs. Larson reminded the Board this was the driveway that did not have an apron yet because in February, Mr. Swislosky of Granite Roots Construction informed Mr. King and Fire Chief Bean that the paving companies were not working during that time. However, the property was under contract at that time and needed some avenue not to hold up the sale due to the driveway technically not being finished. It was decided that Mr. King and Fire Chief Bean just needed to approve it with conditions. Member King informed the Board that Mr. Swislosky told him the job is on the paver's list to be done in June.

At this time Chairperson Rauth asked Member King if there were any outstanding driveway issues. Member King stated the second cut of the driveway at 1063 Pleasant Street still needed a more permanent barrier. Chairperson Rauth asked if any Board member had gone by to look at it. Member Fournier stated yes, and it was just as Member King had stated, it was a very "light stick" across that driveway. Chairperson Rauth stated the Board should send another letter asking them

to comply with their earlier request to make it a more permanent barrier. Mrs. Larson will draft a letter for the Board's approval.

The next order of business was to discuss the proposed Wetlands and Surface Water Protection Ordinance. Chairperson Rauth stated she had been meeting by phone with Susan Roman, Conservation Commission Chairperson and Isabel Brintnall, Conservation Commission Member over the last six weeks. She stated their goal has been to review and finalize a draft to bring to a subcommittee of people from the Planning Board and Webster Conservation Commission (WCC) as soon as they can. She stated it was looking pretty good and thought a draft could be ready by July. Chairperson Rauth stated they have been doing research, talking with planners and other professionals from other towns. She stated they have a list of questions to be brought back to the wetlands scientist. For the document itself, they are making sure it is consistent internally with the town's zoning, subdivision, and site plan regulations. Chairperson Rauth stated the other thing they were looking at in a big way was enforcement. She stated they have talked with some towns that have a strong wetlands ordinance on the books and asked how do those towns enforce it. Some towns say the ordinance only applies to new subdivisions or new building lots; they do not go back to something that already exists. The only other thing that towns do is respond to complaints. After a brief discussion, Chairperson Rauth stated that she and Ms. Roman have been working with the Select Board regarding a code enforcement person to enforcement all the zoning regulations and building permits. She also informed the Board that the WCC will be working on plans for educating the town regarding the proposed wetlands ordinance while practicing social distancing and abiding by COVID-19 recommendations for meetings, etc.

The next order of business was to review a request to make installment payments for an Impact Fee from Keith and Tara Rutherford for their new home construction. Per the Zoning Ordinance, Article XI Impact Fee, E. Waivers, the Planning Board has the authority to allow this. The Planning Board has allowed this for other new home owners. After a brief discussion, Member Lehmann made a motion to allow a twelve month period for them to pay and if they want to pay earlier that is fine; seconded by Member King and approved unanimously. Roll Call: Chairperson Rauth – yes; Member King – yes; Member Lehmann – yes; Member Fournier – yes; and Member Hemenway – yes. Mrs. Larson will draft a letter.

The next order of business was other business. Chairperson Rauth asked if we had heard from the ostrich farmer. Mrs. Larson informed the Board that she emailed and wrote to the property owner that due to the COVID-19 situation she would keep them informed as to when they would be invited to do their Preliminary Conceptual discussion.

As there were no public call-ins to the Zoom meeting, the Planning Board adjourned at 7:30 pm.

These minutes were approved as written at the June 18, 2020 Planning Board meeting.

Respectfully,

Susan Rauth, Chairperson