

**ALSTEAD PLANNING BOARD MEETING**  
**POB 60, Alstead, New Hampshire 03602**  
**Phone/Fax 603-835-2986**

**MEETING MINUTES**  
**May 11, 2020**

Note: These minutes are furnished for public inspection in accordance with RSA 91-A:2 and are unapproved until offered for disposition by the Board at a regular meeting. **ACCEPTED AS READ 9/14/20.**

PB Members present via teleconference call: Peter Rhoades/Chairman, David Konesko, Joyce Curll, Matt Saxton, MaryAnn Wolf, Chris Rietmann, Gordon Kemp, and Alternate Justin Falango. Dave Bergeron/Monadnock Land Planning was also present via teleconference.

At 7:00pm Rhoades/Chairman opened the meeting. Dave Bergeron was looking for a copy of the Site Plan Review Regulations, as he was working with the Mill Hollow Association on a proposal to increase parking for the Mill. The Regulations will help with the permitting process. It was briefly discussed that he was aware that a DOT permit would be required for the driveway access to the Mill. The Association hopes to put additional parking on a flat section above the Mill, and to create a walking path down to the entrance. There is already a driveway located on the neighboring Lot, and because of the size and configuration of the Mill Lot, a second driveway can't be put on it. The proposed driveway is on the neighboring Lot above, which has a barn on it. Bergeron commented that the State is much happier with the sight distances in both directions on that Lot.

Bergeron was checking to see if this needed to go through Site Plan Review. Rhoades stated that the regulations needed to be reviewed to determine this. Bergeron stated that there would be 1-2 handicapped parking spots at the Mill, and they were planning to add an additional 5-6 spaces on the hill above. Curll stated that the Association wants to keep things simple, and only plans to hold a few small classes possibly – but the additional parking spaces were needed. Rhoades stated that according to Section III Definitions of the Site Plan Review, if modifications involve any external modifications to construction, including parking lots, then it would be best to go through the Site Plan Review process. \*Bergeron planned to talk to NH DOT more to make sure things looked good.

Saxton stated that typically 'use changes' needed to go through the ZBA for approval, including the addition of parking spaces on the Lot. Saxton inquired who owned the Lot where the proposed driveway location was. Bergeron clarified that the driveway entrance would be located on the neighboring property, but the parking spaces would be located on the Mill's Lot. Bergeron stated that they were looking to obtain a permanent easement from the neighboring property owner to allow access onto the Mill parking lot. Bergeron stated the Mill was an existing use. Saxton questioned if there was a plan for the more extended use, as in the past the use has been quite casual.

Rhoades stated that 'No Parking' signs should be put up along the State road, as well as on Pine Grove Road, where it is not safe to park. Rietmann stated that would be up to the Select Board and NH DOT to recommend.. Saxton stated he felt Site Plan Review was needed. Marsden clarified if this needed to go before the ZBA – Rhoades stated it shouldn't, as it would be going through the Site Plan Review process and that should cover everything. Saxton agreed that the pre-existing use could be figured in.

Curll stated that the Mill would be used more in the Spring, Summer and Fall – and the proposed spaces are what is technically being used now, so it's a logical proposal. Curll stated the Association only holds small group events. Bergeron confirmed that they were only looking for additional parking to accommodate small groups – as the building itself is not very big, and could not accommodate large groups anyhow. Saxton added that when he was a

Selectman, if any large events were happening, the Select Board simply asked for the Town's Police Department to be notified and assist with parking and traffic control if need be.

Rhoades clarified this proposal as being relevant for the need for Site Plan Review under 'Activities Subject to Site Plan Review': #2) there is no chance of use; #3) there are changes involving external modifications or construction, to include parking lots; #4) if a proposal involves expansion of a building or intensification of use. Bergeron had no other questions, and he signed off at 7:30pm. \*Marsden to send him a copy of the Site Plan Review Regulations.

An Application for a Boundary Line Adjustment/Annexation had been received. \*Marsden to ask the Applicant if they are willing to wait until the 6/820 Meeting for a Hearing. The proposal results in 2 conforming lots. Kemp stated he did not want a Hearing over a teleconference call. Curll suggested a Zoom Meet. Wolf stated the Select Board opted not to use Zoom Meets, as their policy states that Zoom is allowed to keep images. Curll stated that Zoom Meets feel more interactive than a teleconference call. \*Marsden to have Comeau add the Plans and Hearing notices on the Town website; \*Marsden to email Plans to each Member individually. It was decided that Members can meet in person or by teleconference call – at their own preference. Rhoades stated the Town Hall could be an option; Rietmann suggested using the gazebo outside, weather permitting. Wolf suggested the Applicant be asked their comfort level. Curll stated that Members should identify themselves when speaking.

A practice Zoom Meet will happen - \*Marsden to send an invite to all Members.

A Motion (Saxton/Kemp) was made to approve all past Meeting Minutes without reading them. Falango stated he did not agree with that proposal. Members Rhoades, Curll, Wolf, Rietmann and Konesko all agreed they wanted to read them first. Motion was withdrawn.

A Motion (Wolf/Curll) was made to adjourn the meeting. Motion passed. The Meeting adjourned at 8:05pm.

Respectfully Submitted,

Melanie Marsden/Admin. Assistant