

DRAFT—NO LEGAL VALUE

Planning Board Site Walk & Work Session April 7, 2021

Planning Board members met at 5:02 PM for a site walk regarding the application of Caverly Hill Farm LLC for Design Review for a 6-lot conservation subdivision of their land located on Leonard Caverly Road (Tax Map 8, Lot 69). Charles Moreno and Paul Eaton were present for Caverly Hill Farm LLC. Mr. Moreno has recused himself from the Board for this application. Planning Board members in attendance for the Site Walk were Phil Auger, Tim Reed, and Don Clifford and Donald Coker, Alternate members. Susan Arnold, Alternate member, arrived at 5:30 PM. Dan O’Lone of Berry Surveying and Engineering was also present. Deb D’Alessandro, an abutter, joined the site walk for a brief period. The Board and others walked the property, focusing on the Leonard Caverly Road frontage and the proposed small lots. Phil Auger moved to adjourn the site review at 6:05 PM. Charles Moreno seconded the motion, there was no further discussion, and the vote was unanimous in the affirmative. Board members agreed to reconvene at 7:30 PM for their work session.

At 7:31 PM, Charles Moreno, as Chair of the Planning Board of the Town of Strafford, opened the work session by stating that he finds that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor’s Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

The Chair then made the following announcements: 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, I (the Chair) am confirming that we (the Planning Board) are:

- a) providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means. We are using the Google Meet platform for this public meeting. All members of the Planning Board are able to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing 475-328-0589 and using the assigned meeting code or by clicking on the website address: meet.google.com/bat-ktnd-qoo
- b) providing public notice of the necessary information for accessing this meeting. We previously gave notice to the public of the necessary information for accessing this meeting, including how to access the meeting via Google Meet or telephonically. Instructions were posted on the website of the Town of Strafford at www.trafford.nh.gov.
- c) providing a mechanism for the public to alert the public body during the meeting if there are problems with public access: If anybody has a problem they were directed to call or email eevans.trafford.nh@gmail.com.
- d) adjourning the meeting if the public is unable to access the meeting: In the event the public is unable to access the meeting, the meeting will be adjourned and rescheduled.

Members present were Charles Moreno, Chair, Phil Auger, Brian Monahan, and Donald Coker, Don Clifford, and Susan Arnold, Alternate members. The Chairman has put together a priority list of items for discussion. The Chairman noted that a meeting with the Board of Selectmen has been scheduled for May 18th, and suggested that the Board prioritize items for discussion at that meeting. Phil Auger noted the importance of working with the Selectmen regarding Class VI road policy. Board members agreed that it would make sense, in light of discussion at the Public Hearing in January, to separate the question of frontage from the question of Class VI roads. Board members also noted that David Copeland needs to weigh in on the “structures” language, because he had requested clarifications to the definition but did not seem to like the suggestions offered by the town attorney and the Board for standardizing the language.

After discussion, Board members agreed on the following priority list:

1. Class VI roads
2. Frontage
3. “Structure”
4. Impervious surfaces

5. Non-conforming lots
6. Terminology clarifications re: non-conforming use
7. Updating and standardizing language throughout the ordinances

Discussion then turned to sharing ideas for outreach and education. It was noted, for example, that many people did not understand the meaning of Class VI road and that this had caused confusion. It was also agreed that the Board should hold a “meet your Planning Board” information session at some point. Board members agreed that it would be good to write a column for the Community Calendar. Donald Coker agreed to draft an article for the next issue and asked Board members to assist with ideas.

Finally, Board members then turned to a review of the Rules of Procedure. It was agreed that several sections need slight updates and clarifications, for example defining deliberations, clarifying who may serve as an alternate for an ex-officio members, etc. and draft language was proposed. Board members will review the proposed changes at the next work session.

Board members then scheduled two additional work sessions; Tuesday April 27th at 7:00 PM and a brief work session to begin at 6:30 PM in advance of the next regular meeting at 7:30 PM on Thursday, May 6th. There being no further discussion, Phil Auger made a motion to adjourn the work session. Charles Moreno seconded the motion and there was no further discussion. The vote was unanimous in the affirmative and the work session adjourned at 9:45 PM.

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