

**Planning Board  
Meeting Minutes  
July 9, 2020**

**Members Present:**

Mackenzie Brisson  
Steve Digiovani  
Roland Simino  
Jim Knapp

**Public Present:**

Roxanne Tufts-Keegan

Meeting called to order Thursday July 9, 2020 at 6:30 pm  
Pledge of Allegiance

Approval of Meeting minutes from June 11, 2020

Mackenzie motion to accept the minutes as read, Jim moved, Roland 2<sup>nd</sup>. All in favor.

**New Business:**

Wetlands Permit Application was received for Steven and Kate Cameron for 82 Lakeshore Drive  
Middleton NH

The plan is to remove rock retaining walls and create a natural slope toward the lake. Install a dock anchor and a seasonal lift up dock. A six (6) foot wide porous path to the lake. Build a perched beach within the existing beach area.

The board members reviewed the Application, both abutters (SLLS is one of them.) Everything looks in order. The planning board just gets notification there is no procedure for the board to follow. It will all be handled through DES.

Varney Engineering would send the Abutter notices.

DES will send the approved Permit when and if it is approved.

Mackenzie brought into discussion of Roxanne Tufts-Keegan wanting to become a member of the planning Board. It was discussed on how the procedure for becoming a member works. In between elections, a member can be appointed. The new member would have a swearing in by the Town Clerk and the BOS would just be made aware of the new member.

Per RSA 673;12

Filling a vacancy from an election the new member will be appointed by the remaining Board Members until the next Election.

**Discussion:**

Roxanne has been on the Budget Committee for 4 years. She has also lived in town her entire life. She opened to the board members to ask any questions if they would like.

Mackenzie stated she talked at length with Roxanne at the last meeting she attended.

She also explained the board is formal but can be informal as well. We go by the book. She also told Roxanne that she is new to the Chair Position and newer to the planning board. Feedback is welcomed. There is much RSA research that goes on, lots of mergers, minor site plan reviews and some major ones. Lots of consultation questions come up frequently. We are a Land Use Board/Planning Board. When nothing major is going on there is a lot of research to do. The biggest thing is to keep refreshing ourselves. Also, when a situation arises that may be a conflict of interest in a decision, you are asked to

recuse yourself. When a topic matter would ask doubt due to a personal feeling/effect (such as where you live) if you are in doubt recuse yourself, do not do it. Land use Board is clear and concise. When in doubt, sit out.

If you do recuse yourself, you are still able to be involved in the community commenting, so you will still be heard.

Roxanne asked if a warrant article had been put together saying that minimal acreage was required to be able to do some things, and was wondering if this supersedes a landlord.

Steve explained that the town would have to vote on the warrant in order for it to pass, just as the Selectmen do with their warrants. They would be put on the Ballot in March voting.

Jim stated as a Selectmen, we try to work with people. Not everything is black/white. That is the same with the planning board. There are State Regulations and Town Regulations and we do what is best for the town.

Planning Board is here to help, not discourage.

Mackenzie entertained a motion for Roxanne Tufts-Keegan to join the Planning Board

Roland accepted the motion

Steve 2<sup>nd</sup>

All in favor.

Welcome aboard Roxanne!

The Board is still in need of members. At least 2 more, 1 member and 1 alternative. Mackenzie will be taking a leave of absence for a 3-4 month period and will need someone for coverage.

**Old Business:**

Internal Board Elections- Table to next meeting. Want Roxanne sworn in and able to vote.

**Public Comments:**

NONE

**Board Comments:**

Jim asked if anyone knew the details of a fence issue on Fox Road.

Mackenzie stated that the fencing ordinances are very clear and very strict. Zoning Board can give variances if that is what is needed. Any enforcement on fencing would be handled by Code Enforcement.

We as a Board do not have any enforcement power.

Permit is required for a fence. Reference the Planning Board book pages 102-103 zoning ordinances for enforcement. Fence requirements are also listed. Jim will reference the book for answers.

Mackenzie entertains a motion to adjourn the meeting at 7:23 pm.

Jim Moves and Roland 2<sup>nd</sup>.

Meeting Adjourned.

