

The Planning Board for the Town of Derry held a virtual public meeting on Wednesday, June 17, 2020, at 7:00 p.m. The meeting was broadcast from the Derry Municipal Center, 14 Manning Street, Third Floor meeting room.

Members digitally present: John O'Connor, Chairman; Lori Davison, Vice Chair; Randy Chase, Town Administrative Representative; Mark Grabowski, Secretary Pro-Temp; Jim MacEachern, Members; Dave Granese, Alternate

Members physically present: Richard Tripp, Town Council Liaison.

Absent: David McPherson, Mark Connors

Also present: George Sioras, Planning Director (meeting room); Elizabeth Robidoux, Planning & Economic Development Assistant (virtual)

Mr. O'Connor called the meeting to order at 7:00 p.m. The meeting began with a salute to the flag. Mr. O'Connor then advised the listening public, it is possible, in light of the COVID-19 pandemic situation and the state of emergency declaration in New Hampshire, that most or all Board members will be unable to attend our Derry public meetings in person because they are concerned about getting sick, or perhaps are already sick. Governor Sununu has issued Emergency Order #16, which waives the requirement that a quorum be physically present in the meeting room. A meeting of a public body may be conducted with all or most of the members participating electronically.

To maintain the Governor's Directive that no more than 10 people shall gather, the public is not allowed into the meeting room. A phone number was being provided on the DerryCAM screen so that members of the public could listen in and participate in the Public Hearing portions of the meeting. This access number was also posted along with the agenda and posted on the exterior doors of the Municipal Center. Due to the physical absence of some members, all votes taken shall be done by roll call.

Mr. O'Connor introduced members of the Board and staff. Mr. Granese was seated to fill the vacant member position.

Escrow

#20-11

Project Name: Two lot subdivision of parcel 06058

Developer: Linda Rutter

Escrow Account: Same

Escrow Type: Cash Escrow

Parcel ID/Location: 06058, 52 Lane Road

The request is to approve Release #1 in the amount of \$19,135.44 for the above noted project. The amount to retain is \$4,665.60.

Motion by MacEachern seconded by Granese to approve as presented. The motion passed with all in favor.

#20-12**Project Name: 8 Lot subdivision of 2 Beaver Lake Road****Developer: Donahue Family LLC****Escrow Account: Same****Escrow Type: Cash Escrow****Parcel ID/Location: 09045, 2 Beaver Lake Road**

The request is to approve a final release of cash escrow in the amount of \$3,175.20 plus any accumulated interest. The amount to retain is zero.

Motion by MacEachern seconded by Granese to approve as presented. The motion passed with all in favor.

#20-13**Project Name: Hemlock Springs Subdivision****Developer: Pathway Homes****Escrow Account: Same****Escrow Type: Cash Escrow****Parcel ID/Location: 14011, 13 Hemlock Springs Road**

The request is to approve a final release of cash escrow in the amount of \$11,988.00. The amount to retain is zero.

Motion by MacEachern seconded by Granese to approve as presented. The motion passed with all in favor.

Minutes

The Board reviewed the minutes of the May 20, 2020 meeting.

Motion by MacEachern, seconded by Grabowski to approve the minutes of the May 20, 2020, meeting as written. The motion passed with Chase abstained.

Correspondence

There was no correspondence, however, Mr. O'Connor and Mr. Grabowski granted permission for Planning staff to sign documents on their behalf with regard to the Planning Board's business.

Other Business

Review of Planning Board Policies and Procedures – Third Reading

Mr. O'Connor reviewed the changes that had been discussed at the last meeting. On Page 2, there is a missing word and a word had to be added for clarification purposes. The sentence now reads, "In the absence of the Secretary, an acting Secretary shall *be* appointed by the Chairman, who will perform *all* duties of the Secretary."

On Page 6, section d was removed as it duplicates what is stated in Section 2, h.

A table of amendments was created which now lists all changes made to the document going back to the inception of the procedures.

Motion by MacEachern, seconded by Davison to accept the revised Policy and Procedures for the Town of Derry Planning Board as discussed on May 20, 2020. The changes are in effect immediately.

Chase, Grabowski, Davison, MacEachern, Tripp, Granese and O'Connor voted in favor and the motion passed.

Appointment to the Southern New Hampshire Planning Commission

Mr. O'Connor advised he has been a representative for the Town of Derry to the Southern New Hampshire Planning Commission since 2010. He has asked that Town Council consider reappointing him and he is aware that Mr. Tripp and Jeffrey Moulton, who is the current Chairman of the Commission, have also asked to be reappointed. The Planning Board recommends to Town Council who makes the appointment.

Motion by MacEachern, seconded by Granese to recommend Town Council appoint John O'Connor, Richard Tripp, and Jeffrey Moulton to the Southern New Hampshire Planning Commission for a term of four years.

Chase, Grabowski, Davison, MacEachern, Tripp, Granese and O'Connor voted in favor and the motion passed.

Mr. O'Connor noted SNHPC does a lot of critical things for the Town. They assisted in collecting the data that was instrumental in the installation of traffic lights at the bottom of Ryan's Hill on Route 28 South, and at the intersection of English Range Road and Scobie Pond.

Summer Schedule

Mr. Sioras advised the Board historically meets once per month during the summer months. The Board will not be meeting on July 1 given that date's proximity to the holiday. The Board will meet on July 15. He inquired which date in August would be preferable to the Board for the meeting? It was understood if any plans came in for review, the Board would hold two meetings in August. The Board preferred to meet on August 19. It was hoped the Board would be able to meet in person at that time and that some members may prefer to continue to participate utilizing Zoom. Mr. Sioras noted there are some projects in the pipeline and the Board may see some preliminary plans for discussion during the summer. Mr. O'Connor inquired as to the field project at Pinkerton. He has read the TRC notes on that project. Mr. Sioras said there is still engineering to be done to meet Alteration of Terrain requirements and the Board would not see the plan until that was complete. Mrs. Robidoux noted only the Chair receives a copy of the TRC notes in advance of the application.

There was no further business before the Board.

Motion by MacEachern, seconded by Granese to adjourn. McPherson, Grabowski, Davison, Connors, MacEachern, Tripp, Granese and O'Connor voted in favor. The motion passed and the meeting stood adjourned at 7:21 p.m.

Approved by: _____
Chairman/Vice Chairman

Secretary

Approval date: _____