

The Planning Board for the Town of Derry held a virtual public meeting on Wednesday, May 20, 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; David McPherson, Secretary; Mark Connors, Mark Grabowski, Jim MacEachern, Members; Dave Granese, Alternate

Members physically present: Richard Tripp, Town Council Liaison.

Absent: Randy Chase, Town Administrative Representative

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. Mr. MacEachern was present but experiencing technical difficulties so was unable to speak at this time.

Mr. O'Connor reminded those listening that the Administrative Business portion of the agenda is for the Board to conduct its business and is not open to public comment; it is not a public hearing. The public is invited to speak and comment during public hearings.

Escrow**#20-10****Project Name: Paul the Plumber****Developer: PKMD Properties****Escrow Account: Same****Escrow Type: Performance Bond****Parcel ID/Location: 34005, 111 Franklin Street Extension**

The request is to establish a Performance Bond in the amount of \$109,719.36. Performance Bond #41K007725 – Liberty Mutual Surety.

Motion by Granese seconded by Grabowski to approve as presented.

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

Minutes

The Board reviewed the minutes of the May 06, 2020 meeting.

Motion by Granese, seconded by Grabowski to approve the minutes of the May 06, 2020, meeting as written.

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

Mr. MacEachern was able to join the meeting.

Correspondence

Mr. Sioras has provided a memo to the Board suggesting the Board begin to review the zoning along the proposed Exit 4A corridor. Mr. O'Connor reported he took part in a phone conference with the Governor and Executive Council this morning. Funding to acquire 6 parcels on Madden Road and Folsom Road has been approved. This includes the Salvation Army lot. The funding totals \$4.5 million.

Mr. Sioras explained the Master Plan specifically recommends addressing the zoning in the area of the Exit 4A Gateway. The Board did start this process a while ago and now has the time to focus on the area. Staff recommends working on amendments specific to the Exit 4A area as this will be the new growth area. Mr. Sioras read the request for the record. "As one of the Goals in the newly updated 2020 Master Plan, staff would like to re-introduce discussion on the re-zoning of parcels in the vicinity of the proposed Exit 4A. This area would include re-zoning of parcels at Madden Road, North High Street, and Ash Street Extension in what we could call Phase I.

Past discussion included taking certain parcels out of the Medium High Density Residential II District and moving the lots to either the Industrial IV District or the Industrial VI District. Separately the Economic Development Office has asked staff to review the permitted uses in the Industrial IV District based upon potential future development opportunities in this area. Lastly, both the Planning Board and staff had pre-liminary discussions on the neighborhood south of Folsom Road for possible re-zoning. We could call this Phase II. In conclusion, staff would like to respectfully ask the Planning Board to begin discussion on zoning revisions in the north end of town as the Exit 4A project moves forward with an anticipated completion in 2023-2024. This request for a zoning review coincides with the recently adopted 2020 Master Plan Update.”

It would be proactive to begin discussions and Mr. Sioras would like permission to move forward and schedule workshops for later this year when the Board can meet again in person. Mr. O’Connor advised he had reached out to Mr. MacEachern who along with Mr. Granese, had initiated the discussions to rezone that area previously. Mr. MacEachern will set up a subcommittee and head that up when the Board is ready to move forward with rezoning in that area.

Other Business

Review of Planning Board Policies and Procedures – Second Reading.

Mr. O’Connor stated Mr. Tripp had suggested a few amendments to the Board’s Policy and Procedures. On Page 2, there is a missing word. “be” should be inserted, additionally, the word “all” should be inserted to clarify the Acting Secretary assumes all duties of an absent Secretary. The sentence will now read, “In the absence of the Secretary, an acting Secretary shall *be* appointed by the Chairman, who will perform *all* duties of the Secretary.”

It is recommended on Page 6, section d should be removed as it duplicates what is stated in Section 2, h. “Members absent: The Chairman shall appoint an alternate member, on a rotating schedule, to sit as a voting member in the absence of a regular member.” This will be removed.

Mr. Tripp also noted there is no record of the amendments to the document which would be useful in determining when and why certain items were removed or added to the document. Mrs. Robidoux offered to create one. Mr. Tripp did not feel it was necessary for it to go back to 1992 when the document was originally created, but it would be helpful moving forward.

Mrs. Robidoux will make the suggested changes and the document will be presented to the Board at its next meeting for acceptance.

Other items

Mr. O’Connor noted a link to the recent NHMA webinar on the Workings of the Planning Board was sent to all members. The presentation was well done and included new requirements. He suggested it might be worth looking at for members who have not yet had the opportunity.

Mr. Sioras reported the Board does not have any plans to review in the near future, but staff is aware of projects that will be moving forward.

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 7:24 p.m.

Approved by: _____
Chairman/Vice Chairman

Secretary

Approval date: _____