

NEWTON PLANNING BOARD PUBLIC MEETING MINUTES
January 12, 2021

The Newton Planning Board public meeting was called to order at: 7:02 PM

Chairman Hamel read the following statement: As Chair of the Newton Planning Board, I find 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, and most recently extended by Executive Order 2020-25 this public body is authorized to meet electronically.

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 am confirming that:

We are utilizing the Zoom platform for this electronic meeting. All members of the Board have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting telephonically, or by going to the Zoom website.

We previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting telephonically. Instructions have also been provided on the Town website.

If anyone has a problem, they should email the Planning Board Office at: PlanningBoard@newtonnh.net.

In the event the public is unable to access the meeting, the meeting will be rescheduled and adjourned.

Please note that all votes that are taken during this meeting shall be done by roll call vote.

Also, in accordance with the Governor's Emergency Order #23 pursuant to Executive Order 2020-04, and most recently extended by Executive Order 2020-25 the Planning Board is relieved from the statutory and local requirement to meet on a particular schedule or a certain number of times within a given time frame. The Planning Board is also relieved from complying with statutory or local deadlines for accepting, hearing and acting on planning board applications.

Note: As an attendee of the meeting, your microphone and/or phone will be muted. The Board Chair will specify when the public comment period is open for an application. Town staff will be in attendance at the meetings to manage the public comment process. If you are participating online with the Zoom program, click on the hand icon at the bottom

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All minutes are in draft form until approved by the Planning Board.

Please check subsequent minutes for approval of and/or amendments to these minutes. 1

Ms. Collyer **MOVED** to continue the Public Hearing to January 26th, 2021 with new abutter notices via first-class mail paid for by the applicant. Ms. White seconded the motion.

There was a discussion of noticing procedures while waiting for Ms. Collyer to return.

Ms. Estabrook asked Administrative Assistant Doggett to call the roll:

| | | | |
|---------------------|----------------|-----------------|---------------------------|
| Mr. Sforza – aye | Mr. Szot – aye | Ms. White - aye | Ms. Collyer – aye |
| Ms. Estabrook – aye | | | Passed Unanimously |

Mr. Hamel returned to the Board at 7:19 and appointed Mr. Szot as a voting member in place of Mr. Crnolic.

2. Board Business and Correspondence

A. NPREA Manifest

Ms. White **MOVED** to pay the Manifest dated January 12th, 2021 in the amount of \$2,559.78; Ms. Collyer seconded the motion.

Mr. Hamel asked Administrative Assistant Doggett to call the roll:

| | | | |
|-------------------|---------------------|-----------------|-------------------------|
| Mr. Hamel – aye | Mr. Sforza - aye | Ms. White – aye | Mr. Szot - aye |
| Ms. Collyer – aye | Ms. Estabrook – aye | | Passed Unanimous |

B. Acceptance of minutes of the 12/8/20 meeting

Ms. Collyer **MOVED** to accept the minutes of 12/8/2020. Ms. White seconded the motion.

Mr. Hamel asked Administrative Assistant Doggett to call the roll:

| | | | |
|-------------------|---------------------|-----------------|-------------------------|
| Mr. Hamel – aye | Mr. Sforza - aye | Ms. White – aye | Mr. Szot - abstain |
| Ms. Collyer – aye | Ms. Estabrook – aye | | Passed Unanimous |

C. Committees

Mr. Hamel introduced the topic stating that the Board had received input on possible committees from Ms. Collyer and Ms. White. Ms. White was chosen to present first.

Ms. White presented her work to date on possible individual applications for each possible type. She proposed a committee of 1 (herself) to restructure the applications and present them to the Board.

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A discussion of the proposal ensued.

Mr. Hamel **MOVED** to request that Ms. White continue her work developing a new set of application forms, Ms. Collyer seconded the motion.

Mr. Hamel asked Administrative Assistant Doggett to call the roll:

Mr. Hamel – aye Mr. Sforza - aye Ms. White – aye Mr. Szot - aye
Ms. Collyer – aye Ms. Estabrook – aye **Passed Unanimous**

A.A. Doggett brought up his request that the Board consider possibly changing the NPREA deposits required for the various possible applications.

A discussion followed.

Ms. Collyer **MOVED** to post a change to the Policies and Procedures Manual, to remove the fee schedule, for the next Planning Board meeting. (This will be posted with the next agenda). Ms. White seconded the motion.

Mr. Hamel asked Administrative Assistant Doggett to call the roll:

Mr. Hamel – aye Mr. Sforza - aye Ms. White – aye Mr. Szot - aye
Ms. Collyer – aye Ms. Estabrook – aye **Passed Unanimous**

Ms. Collyer presented her concept for a Master Plan Steering Committee. She proposed a committee of 3 Board members and a range of Town Committee and community members to review/revise the Land Use, Vision Statement, and Implementation Chapters for presentation to the Board.

A discussion of the proposal took place.

Ms. Collyer **MOVED** to establish a Master Plan Steering Committee following the outline as proposed, Mr. Szot seconded the motion.

Mr. Hamel asked Administrative Assistant Doggett to call the roll:

Mr. Hamel – aye Mr. Sforza - aye Ms. White – aye Mr. Szot - aye
Ms. Collyer – aye Ms. Estabrook – aye **Passed Unanimous**

Mr. Hamel asked for volunteers to serve on the Committee. A discussion ensued. Ms. Collyer and Mr. Sforza volunteered.

Mr. Hamel **MOVED** to Appoint Ms. Collyer and Mr. Sforza to the Master Plan Steering Committee, Ms. White seconded the motion.

Mr. Hamel asked Administrative Assistant Doggett to call the roll:

Mr. Hamel – aye Mr. Sforza - aye Ms. White – aye Mr. Szot - aye
Ms. Collyer – aye Ms. Estabrook – aye **Passed Unanimous**

3. Chairman Hamel adjourned the meeting at 8:07 PM

Respectfully Submitted,

James L. Doggett, AA
Newton Planning Board