Town of Swanzey, New Hampshire
Swanzey Planning Board
Meeting Minutes – April 10, 2025
Whitcomb Hall, Main Street, Swanzey, NH

Note: Draft Minutes are subject to review, correction and approval by the Board. Review and approval of Minutes generally takes place at the next regularly scheduled meeting of the Board.

CALL TO ORDER:
The meeting of the Swanzey Planning Board was called to order at 6:00 p.m. by Chair Scott Self. The meeting was held at Whitcomb Hall and via Zoom software for the public. Members present: Scott Self, Mark Scalera, Richard Lane, Victoria Ames, Brandon Self, Michael York, alternate Kristen Reynolds, Selectman James Tempesta. Also present was Town Planner Adam Paquette. The Chair called the roll and read the agenda for the evening. A quorum was present.

Absent:
Alternate Michael Scungio, Alternate Jane Johnson

Others Present:
Stacey Goodale

MINUTES:
- The meeting minutes of February 27, 2025 were considered. **Motion** was made by Lane to approve the meeting minutes. There was a second by B.Self. No further discussion. ***Motion passed.***
- The meeting minutes of March 27, 2025 were considered. **Motion** was made by York to approve the meeting minutes. There was a second by Lane. No further discussion. ***Motion passed.***

APPLICATIONS AND PUBLIC HEARING(S):
- **None**

Conditional Use Permits
- Paquette presented a draft of the wetlands conservation district that contained a conditional use section.
- The Board discusses Paquette's draft of the wetland's conservation district.
- The board discusses financial hardships and if there should be language reflecting them in some way.
- The board continues to review the proposed changes.
- The board discusses working with the Conservation Commission.
- Reynolds asks a clarifying question regarding the Town Meeting and how the new amendments are incorporated into the ordinance.

Training Discussion
- Reynolds asks for clarification on an item that was presented during training.
- Self discusses application waivers.
- Ames discusses landscaping plans. The Board discusses when an application is accepted as complete.

- Self discusses Zoom meetings and if members can vote or not. The Board discusses if online members should be able to vote. The consensus was to leave the process the same, where online members cannot vote unless there is an extenuating circumstance.
- Ames asks a clarifying question on a training item and the board discusses

Mike Scungio Resignation and Stacey Goodale Appointment

- The Board discusses an email by Mike Scungio, announcing his resignation as an alternate. Lane makes a **motion** to accept the resignation. There was a second by York. All in favor. ***Motion passed.***
- York makes a **motion** to accept Stacey Goodale as an alternate. There was a second by Scalera. All in favor. ***Motion passed.***

Impact Fees

- York discusses impact fees.
- Scalera makes a **motion** to form a subcommittee to research impact fees further. There was no further discussion, and the board will revisit at a later date if necessary. The board will continue to discuss impact fees without a subcommittee.
- Ames discusses potential impacts on staff workload.
- Self states we should look at previous years' projects and determine how much in fees we could have made those years.
- The Board continues to discuss impact fees.

Legislative Overview

- York and the board discusses new legislation.
- Paquette will prepare legislative overview for the board at the next meeting.
- The Board discusses SWRPC's transportation plan.

ADJOURNMENT

Motion to adjourn was made by B.Self**.** There was a second to the motion by Lane with no further discussion. All were in favor. ***Motion passed.*** Adjournment occurred at 6:52 p.m.

Next Meeting: April 24, 2025

Respectfully Submitted,
Adam Paquette, Town Planner

DRAFT