Town of Swanzey, New Hampshire
Swanzey Planning Board
Meeting Minutes – **October 9, 2025**
Whitcomb Hall, Main Street, Swanzey, NH

CALL TO ORDER:
The meeting of the Swanzey Planning Board was called to order at 6pm by Chair Scott Self. The meeting was held at Whitcomb Hall and via Zoom software for the public. Other members present: Vice Chair Michael York, Victoria Ames, Richard Lane, Brandon Self, Alternates Stacey Goodale, Jane Johnson, and Selectman's Representative Mark LaBelle. Also present was Town Planner Adam Paquette and Recording Secretary Susan Ells.

The Chair called the roll and read the agenda for the evening. A quorum was present.

Absent: Mark Scalera

SEATING ALTERNATES:
The chair seated Jane Johnson for Mark Scalera

Others Present:
Kai Kraemer with FACT TV, Sarah Holmes, Mark Patten, Jim Devine, Robin Christopherson, Kelly Carlin, Pru Fraser and Cheri Domina

MINUTES:
The meeting minutes of **September 25, 2025** were considered. A motion was made by Lane to approve the meeting minutes as presented. There was a second by LaBelle**.** Johnson asked for a correction to the spelling of a Chad Branon's name. All were in favor of the corrected minutes. With no further discussion, the motion passed.

APPLICATIONS AND PUBLIC HEARING(S):
None

Discussions and Other Business:
A. New Tenant: 135 Old Homestead Highway – Sarah Holmes
Sarah Holmes, applicant, will be operating a retail shop. Ames recommended the applicant expand the hours of operation to make it more convenient in case the change is needed in the future. The applicant agreed to the changes.

York made the motion to approved the application as amended; Seconded by B Self. All in favor. The motion passed.

B. New Tenant: 42 Monadnock Highway – Mark Patten
Jim Devine owns the building. Mark Patten, the applicant, will live in the building and plans to operate his heating oil delivery and repair business. He would be living upstairs; the front of the building would be used as a small office. Chair Self said since this is a change of business that was previously operating there, typically this should go through a site plan review. The board discussed; the consensus of the board is that a

site plan review is needed. A public hearing would be needed so that the neighbors can be informed and have an opportunity to express any concerns. Chair Self explained the process to the applicant. Devine asked for clarification on the sign that is already in place. Patten will meet with Paquette to prepare for the site plan review.

C. Cordell Comments on Wetland Conservation District and Warrant Article

After receiving Cordell's comments on the article, Ames said that she and Domina met and reviewed the comments and had entered the corrections into the document which she emailed to the board. The board reviewed and discussed the comments and made changes as deemed necessary.

Paquette described how the warrant article would be worded. Each of the ten sections could be an amendment, or the entire ordinance could be one article, worded as replacing (versus amending) the ordinance. The board prefers the latter for clarity to the voters.

Paquette suggested the first meeting in November could be the public hearing for the Wetlands Conservation District Zoning article. Domina was concerned there wasn't enough time to inform the public so they can attend. Chair Self suggested the first meeting in December (December 11th).

D. 2026 Zoning Amendment Calendar – SB2 March Town Meeting

The board reviewed the calendar.

ADJOURNMENT

A motion to adjourn was made by B Self. There was a second to the motion by LaBelle3 with no further discussion. All were in favor and the m*otion passed.* Adjournment occurred at 7:06pm.

Next Meetings: October 23, November 6 ~~13~~, November 20, December 4 ~~11~~, and December 18.

Respectfully Submitted,

Susan Ells, Recording Secretary

Approved on October 23, 2025