Town of Swanzey, New Hampshire
Swanzey Planning Board
Meeting Minutes – **December 4, 2025**
Whitcomb Hall, Main Street, Swanzey, NH

CALL TO ORDER:
The meeting of the Swanzey Planning Board was called to order at 6:01pm by Chair Scott Self. The meeting was held at Whitcomb Hall and online for the public. Other members present: Vice Chair Michael York, Victoria Ames, Richard Lane, Mark Scalera, Brandon Self, Alternates Stacey Goodale, Jane Johnson, Charlie Harbeck, 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.

Others Present:
Kai Kraemer with FACT TV, Jacqui Beaman and Chris Marden from Mitchell Materials and Lou Vigeant from Verdantas, Jay Ward, Cheri Domina, Barbara Skuly, Sharee Howard.

MINUTES:
The meeting minutes of **November 20, 2025** were considered. A motion was made by Scalera to approve the meeting minutes as amended. There was a second by Lane**.** All were in favor. With no further discussion, the motion passed.

Discussions and Other Business:
Excavation Permit Renewal for Mitchell Materials, LLC
Jacqui Beaman represents Mitchell Materials who has applied to renew the 5-year Excavation Permit which expires 12/31/2025. She stated the Town of Winchester approved their permit on 10/20/2025. The company is in compliance with the required 5-year Progress Plan under the NH DES Alteration of Terrain (AoT) Permit issued in October 2015. No changes are being requested, and permit conditions have been met. Chair Self asked what the progression is so far; Lou Vigeant stated they are currently at 445 feet and plan to go to 300 feet. Lane asked if the Reclamation bond of $20,000 was adequate. Chair Self didn't recommend the amount be changed since it will be many years before it needs to be reclaimed. The consensus of the board was to add a requirement to revisit the bond amount at the next renewal date in 2030. Paquette will add this language to the permit as Line #19. Ames noted that #16 on the current permit requires the Swanzey Code Enforcement officer to inspect the site twice a year and asked if this had been done. Paquette did not know especially since there has been a change in personnel, and Ames said she would request that to happen going forward. Resident Barbara Skuly asked when the AoT permit was updated and was told it was on 7/28/2025. She asked about feedback from people in Westport regarding the blasting; General Manager Chris Marden responded that he had one resident who lived on Route 10 whom he met with and offered to put seismograph equipment on their property, but he never heard back. Selectman LaBelle said he hasn't heard any complaints.

York made a motion to renew the permit including amending it with Line 19; B Self seconded. All in favor. Motion passed.

APPLICATIONS AND PUBLIC HEARING(S):

A. Amendment Number 1

Chair Self read Amendment 1 and the draft of the Wetlands Conservation District Zoning Amendments for March 2026 Town Vote.

Resident Barbara Skuly suggested the last sentence of *B: Definitions: Vernal Pool* be identified as a source; this suggestion was agreed upon. Skuly questioned the decision to restrict the size of vernal pools and freshwater wetland; Jay Ward and board members explained the rationale they used to make compromises to protect wetlands, landowners' rights, the Town's ability to develop the land, and the difficulty to administer smaller restriction sizes. Skuly also asked about the reduction for a leach field buffer to 75 feet. Ames explained the reason is that there have been improvements to leach field design, and the board felt this was a reasonable compromise. Skuly acknowledged the amount of work the Conservation Commission and the Planning Board put into the document. Ward thanked Skuly for her eloquence in her arguments.

Chair Self closed the public hearing at 7:18pm.

Lane made a motion to place Amendment 1 on the ballot; Ames seconded. All were in favor and the motion passed.

Public hearing re-opened at 7:20pm

B. Amendments Number 2 through 8

Chair Self read the amendments and asked for input. He explained that some of the amendments are required by HB577. The consensus of the board was to remove amendments #6 and #7. Paquette said the Town's attorney suggested to combine #4 and #5 and the board concurred.

Paquette had included a memo in the board's packet which he read for the record and for the benefit of viewers of the video. It explained rationale behind the amendments #4 - #7.

Chair Self closed the public hearing at 7:36pm

A motion was made by York to place Amendment #2, #3, combined #4 and #5, and #8 on the ballot. Scalera seconded. All were in favor and the motion passed.

ADJOURNMENT

A motion to adjourn was made by B. Self. There was a second to the motion by LaBelle with no further discussion. All were in favor and the m*otion passed.* Adjournment occurred at 7:37pm.

Next Meeting: December 18, 2025

Respectfully Submitted,
Susan Ells, Recording Secretary
Approved on December 18, 2025