Town of Swanzey, New Hampshire
Swanzey Planning Board
Meeting Minutes – **August 28, 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, Mark Scalera, Brandon Self, Alternates Stacey Goodale, 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: Jane Johnson, Alternate

Others Present:
Kai Kraemer with FACT TV, Jennifer Chabott for Naughton Dynamic Solutions, LLC

MINUTES:
The meeting minutes of August 14, 2025 were considered. A motion was made by Scalera to approve the meeting minutes as presented. There was a second by Lane**.** All were in favor. With no further discussion, the motion passed.

Lane requested that when changes are made to draft minutes that the correction get clarified in the Approved minutes as to what the change was. As an example, he was incorrectly cited as seconding a motion in a previous meeting. The board members agreed that this should be the practice going forward.

Discussions and Other Business:
New Tenant Application – 2A Tommys Way, Swanzey, NH 03446
Jennifer Chabott from Naughton Dynamic Solutions, LLC explained that previous tenant moved out and a new one is moving in which will be a machine shop. The decision before the board is whether the Town Planner can approve the application without a site plan review. York made the motion to approve the new tenant application with the condition that the fire department inspects the building. This was seconded by B Self. All were in favor and the motion passed.

Other business
Ames brought up the proposed revisions to the Wetland Conservation District Existing Ordinance from the July 24th meeting; she put together some data she hopes help the board with decisions; she described some property that has wetlands and the flooding that occurs; she researched old annual reports, the Town's master plan, she did a deep dive into case law and researched ordinances in NH; as a Planning board member, she feels it's her duty to make decisions based on the master plan; she described how surrounding land affects the wetlands; we have a duty to protect natural resources as well as save the Town money by not having to make repairs to infrastructure due to the increase in storms that cause damage; she feels we need to take action to protect property and infrastructure. Chair Self made the

comment that the area she referred to could be in a flood plain versus wetlands. She handed out the research for the board to read when they have time.

Chair Self said there are two newly created committees

1) The Covered bridge committee to research solutions to deter the oversized trucks from going through the bridge which causes damage. One solution is an I-beam bar before the bridge that is at the height limit; the other is a device that can determine a vehicle's height before it gets to the bridge and will flash a lighted sign when it is determined that the height of the truck will exceed the limit. Another solution is to put large signs at the intersection of Christian Hill with a truck detour to the new bridge. That seems to be where the problems come from probably due to GPS directions. The consensus is that the board supports a combination of the laser device and the signage solutions.
2) The other committee, the Swanzey Governance committee, was formed to look at how the town government works under various scenarios: with a Town Manager, a Town Council, or a Traditional Town Meeting. The Town wants to get the voters more involved in the town meetings so they can make informed decisions. At the last election, the voters approved changing the Selectboard from 3 members to 5 which will take effect after the next election; that can't be changed at least for a year so this the first year will be a good opportunity to see how that works.

Mark LaBelle mentioned that board members should not go on property without notifying the property owners due to liability; Chair Self said that the applications have a section that states the property can have a site visit by the board; Paquette said the section could be revised to state that there would need to be prior notice. Driving by, staying on the road is acceptable, unless invited onto the property by owner. Chair Self asked for each board member's opinion about removing the section or changing the wording to require prior notice.

Chair Self made the motion that we reword the section in the applications to require 3 days' notice before a site visit is allowed. LaBelle seconded the motion. There was no further discussion; all in favor and the motion passed.

LaBelle also advised that the board members should not allege negative actions by a person or a company unless there is proof. The code enforcement officer should be contacted to investigate if there is any concern.

Paquette reported that the Conservation Commission is available for a joint meeting on September 11th.

ADJOURNMENT

A 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 and the m*otion passed.* Adjournment occurred at 6:50pm.

Next Meeting: September 11, 2025

Respectfully Submitted,

Susan Ells, Recording Secretary
Approved on September 11, 2025