Town of Swanzey, New Hampshire
Swanzey Planning Board
Meeting Minutes – January 8, 2026
Whitcomb Hall, Main Street, Swanzey, NH

CALL TO ORDER:
The meeting of the Swanzey Planning Board from December 18, 2025 was continued to a site visit on January 5, 2026; that meeting was continued until January 8, 2026 at 6:00pm 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, and Charlie Harbeck. 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: Selectman's Representative Mark LaBelle

Others Present:
Kai Kraemer with FACT TV, Paul Thomas, Nicole Knobloch, Bill Prescott, John Noonan

MINUTES:
The meeting minutes of December 18, 2025 were considered. A motion was made by Brandon Self to approve the meeting minutes as presented. There was a second by Mark Scalera. All were in favor. With no further discussion, the motion passed.

APPLICATIONS AND PUBLIC HEARING(S):
A. PB 25-017: Site Plan Review Application – Fieldstone Land Consultants have submitted a Site Plan Review Application on behalf of Paul Thomas to expand the gravel parking lot at Twinkle Town. The property is located at Tax Map 220, Lot 191 in the Business District. A site visit for this project occurred on January 5 at 2pm.

John Noonan reviewed the site visit purpose which was to determine the number of parking spaces. The location of the ADA spaces will be in front of the ice cream shop. The parking lot will be gravel.

Paquette read the concerns of the Conservation Commission. Lane asked about water runoff and Noonan described the mitigation plan. There was discussion regarding shifting the parking lot to move it from one wetland point, but Noonan explained doing that would put it closer to another wetland point.

Chair Self asked for public comment – there were none. He closed the public hearing at 6:18pm and asked for board comments.

A motion was made by Brandon Self to approve the new parking lot. York seconded the motion. Ames asked for Paquette to re-read the Conservation Commission comments. Brandon Self changed his motion to include the condition that the shed and mowing equipment to be moved as far from the wetlands as possible. No further discussion. The motion was passed unanimously.

B. PB 25-018: Site Plan Review Application – Fieldstone Land Consultants have submitted a Site Plan Review Application on behalf of Paul Thomas for an accessory storage structure measuring 5,000 square feet. The property is located at Tax Map 220, Lots 171 & 173 in the Business District. A site visit for this project occurred on January 5 at 2pm.

Paquette read the comments from the Conservation Commission. Noonan explained the site visit and the revisions that have since been made to the plan including rotating the building which provides more distance between the wetlands; he also described the water mitigation design. The use is considered accessory use as storage, not as a business.

Chair asked for public comments – there were none. Scalera and Ames thanked Noonan for changing the location of the building.

The public hearing was closed at 6:36pm. The chair asked the board for comments. Chair Self stated that if the proposed zoning amendments get approved on the warrant, there will be a requirement for a conditional use permit to put in the building. For now, it can be approved as is.

Michael York made a motion to approve the plan with the condition to update the site plan drawing to show the swing of the building and to update the information to show elevations and layout of the building on the architectural designs. Brandon Self seconded the motion. The motion carried unanimously.

Discussions and Other Business:
A. New Tenant Application – Nicole Knobloch – 135 Old Homestead Highway
Chair Self read the application for Purple Ivy LLC to rent to Nicole Knobloch whose new business will be a medspa providing personal care services for facials, injectables, etc.

Chair Self asked for the location of the unit within the building. The applicant answered that it is in the back of the building. He asked for questions of the board – Lane asked if it was an existing business, but it is a new business. Scalera asked about the flood light which is in the back. There were no other questions.

A motion was made by Brandon Self to approve the application. Mark Scalera seconded. The motion passed unanimously.

B. Discussion on Rezone Proposal
Paquette reported that the Town heard from property owners regarding the proposed rezoning and are requesting a revision to the warrant article which was provided in the packet. Chair Self clarified with Paquette that even though it was already approved to go on the warrant, it can be amended before the deadline as long as there is another public hearing.

Scalera made a motion for a new public hearing to discuss the request for revision. The motion was seconded by Brandon Self. The motion passed unanimously.

C. Rules of Procedure of the Swanzey Planning Board
The Board was provided a copy of the Rules of Procedure of the Swanzey Planning Board. Chair Self asked the board to review the procedures to discuss later.

There was some discussion regarding the role of alternates. Ames read from the Planning Board of NH Publication Appendix C which explained their procedures for alternates. Chair Self explained it is the Swanzey Planning Board's decision to create their own rules and procedures and asked for the Board to consider this for future discussion.

Ames suggested also reviewing the Conflict-of-Interest policies on a regular basis.

York said he spoke with the Finance Director regarding impact fees and was told the Town would need to add another position to handle that. He wondered if it would bring enough value to the Town to cover the cost of the position.

ADJOURNMENT
A motion to adjourn was made by Richard Lane. There was a second to the motion by Brandon Self with no further discussion. All were in favor and the motion passed. Adjournment occurred at 6:56pm.

Next Meeting: January 22, 2026

Respectfully Submitted,

Susan Ells, Recording Secretary

Approved on January 22, 2026