Town of Swanzey, New Hampshire
Swanzey Planning Board
Meeting Minutes – **February 12, 2026**
Whitcomb Hall, Main Street, Swanzey, NH

CALL TO ORDER:
The meeting of the Swanzey Planning Board was called to order 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, Alternates Stacey Goodale 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: Brandon Self, Alternate Jane Johnson and Selectman's Representative Mark LaBelle.

SEATING ALTERNATES:
The chair seated Charlie Harbeck for Brandon Self.

Others Present:
Sean Rohberon with FACT TV, Amanda Swanson

MINUTES:
The meeting minutes of January 22, 2026 were considered. A motion was made by Victoria Ames 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.

Discussions and Other Business:
A. New Tenant Application – 223 Monadnock Hwy
The prior use of the property was a contracting and remodeling business, whereas the current proposal is for a dog kennel and daycare. Amanda Swanson said it would be small scale – up to 20 dogs, and there would be some overnight boarding, but it will not be staffed but there would be cameras. There will be wire fencing, 6 feet tall; there will be covers on some of the runs. Chair Self said typically the New Tenant application is for a similar business and because this might involve noise issues it might require a public hearing. Paquette said the building has been empty for about 18 months; it has adequate parking, but there is no site plan for this specific use. Scalera said the location seems appropriate for this type of business. Chair Self told the applicant that there are two issues that need consideration – whether it is a service establishment or whether it is a similar use. The consensus of the Board is that it is a service establishment. Chair Self informed Amanda that she would need to submit a site plan, and he gave her some guidance on what would be needed.

B. Finalize Rules of Procedure
The Board reviewed the changes that were proposed at the previous meeting. There were no other changes recommended.

Scalera made a motion to approve the Rules of Procedure as amended; Lane seconded the motion. With no further discussion, the motion passed unanimously.

The Board signed the new revision of the Rules of Procedure.

C. Site Plan Review Regulations Discussion

The Board discussed changes they are recommending. Chair Self suggested several changes, including revising the timeline in #6c from one year to two years.

There was a motion by Scalera to keep the one-year requirement in #6c. The motion was seconded by Lane. Chair Self explained that there is a lot of planning that is required, especially for large businesses, which is his justification to extend the time limit to two years. Paquette gave an example of a company that could not improve their site within the one-year timeline and they abandoned the project. Chair Self reminded the Board that the Town wants to encourage businesses to come to Swanzey and a two-year timeline would be more attractive. Chair Self polled the Board for the vote to keep the timeline at one year; Ames – Yes, Scalera - Yes, York – No, Lane – Yes, Chair Self – No, Harbeck – Yes. The motion passed 4-2.

Paquette will make the recommended changes and will provide a draft to be reviewed again at a future meeting.

Chair Self asked if there was any other business to discuss.

York said the Governance Committee will have a public information session on March 7 and will have department heads in attendance to discuss the warrant articles with the public.

Ames asked about the Zoning Update; Paquette said the Town will be contracting with Southwest Reginal Planning Commission. He will be meeting with the Selectmen to go over the scope of work. The proposal will hopefully be available for review at the March 12 meeting.

Chair Self said there was a meeting of the newly formed water and sewer committee who discussed several options including getting water service from Keene or possibly adding a 400,000-gallon water tower on Forest Avenue on property owned by the Humane Society and purchasing the water company. The consensus so far is adding the water tower and purchasing the water company instead of using the service from Keene. The water company equipment and pipes are in good condition; the main concern is the water storage capacity which would be the reason for adding the water tower.

ADJOURNMENT

A motion to adjourn was made by Lane. There was a second to the motion by Harbeck with no further discussion. All were in favor and the m*otion passed.* Adjournment occurred at 7:35pm.

Next Meeting: February 26, 2026

Respectfully Submitted,

Susan Ells, Recording Secretary

Approved on February 26, 2026