

1 **TOWN OF SUNNAPEE**

2 **PLANNING BOARD**

3 **FEBRUARY 16, 2023**

4 **Chairman White called the meeting to order and conducted a roll call at 7:09 PM.**

5 **MEMBERS PRESENT BY VIDEO:**

6 **MEMBERS PRESENT IN THE MEETING ROOM:** Suzanne Gottling, Chairman Peter White, Joseph Butler, Randy  
7 Clark, Robin Saunders.

8 **MEMBERS ABSENT:** Jeff Claus, Richard Osborne, Gregory Swick.

9 **ALSO PRESENT IN THE MEETING ROOM:** Scott Hazelton, Michael Marquise - Town Planner.

10 **ALSO PRESENT BY VIDEO:**

11 Appointments

12 7:10 PM: Master Plan Discussion Revisions to Agenda

13 Mr. Marquise stated that he had put up a schedule to get everybody back on track with the Master Plan. He said  
14 that the one thing currently underway is the Questionnaire, which is finalized, and the deadline is March 31. He  
15 had added in some questions that were brought up by Ms. Saunders and that was proceeding. Once that is done,  
16 they are going to move towards conducting a series of meetings with the community and after those meetings,  
17 they can meet up and start putting all the segments together. In the meantime, he said that they can pick up  
18 where they had left off with some of the input. For the next meeting on March 16, he announced the School,  
19 Police and Recreation departments will be speaking about their departments. He said that he had gathered some  
20 Census data from 2020 and had highlighted a few things. One of the things found was that the median age in town  
21 has gone up quite a bit and is now 53.3 years. The other thing they saw that has happened is that, for the first time  
22 in hundred years, there is a decrease in population, which would have occurred before the COVID pandemic, so  
23 numerically, the decrease is probably a lot higher. He said that midyear last year there was an estimate of 560  
24 additional people that have come into town. He then presented how the community had changed and showed  
25 migrations decreased. For the most part during the period of 2010-2020 there were not a lot of new homes built,  
26 due to the bad recession, and there was no growth in population during that period. Mr. Marquise further said  
27 that they need to talk about the Zoning amendments. He pointed out two big things that they need to concentrate  
28 on and the first one was the wetlands and the issue with the delineations and the buffer around them.

29 Mr. Hazelton said that their Wetland Overlay District is based on poorly drained soils and not very poorly drained  
30 soils and also not continuous to a very poorly drained soil. There have been issues there because the applicant,  
31 owner or a professional is allowed to map the wetland areas that are in the poorly drained locations. He gave an  
32 example of a development on Lower Main Street where their poorly drained soil map shows just about the entire  
33 block as being suspected wetland area. When the others went in and mapped it, they had an area probably bigger  
34 than the table in the meeting room, for the whole site. The town has a segmented map in that location and their  
35 map is developed by the USDA and RCS Soils Information, some of that is high intensity soil map and some of that  
36 is not, so his opinion was that the town can do better, especially in amending the maps. He suggested that they  
37 should utilize some of the maps presented by the Regional Planning Commission. As far as the poorly drained soils,  
38 he had an idea that storm water treatment should be an option, in order to protect the water bodies.

39 Chairman White asked if the State allows people to mitigate the wetlands.

40 Mr. Hazelton replied that the State allows it, and it requires after the impact of a certain sq. ft. but other than that,  
41 that is not a huge requirement.

42 Ms. Gottling asked how do they evaluate the value of the wetland and what method is used to determine a prime  
43 wetland.

44 Mr. Marquise replied that the idea was to bring a wetland scientist who can look at the previous data and help  
45 them make the determination. Even with that determination, , he said that they are not going to define the  
46 wetland but they can define the district.

47 Mr. Marquise pointed out that the second thing they need to take into consideration is the zoning densities,  
48 especially in the village districts, to see if they should be increased. He said that it had come out of the  
49 Conservation Committee Plan to preserve the outlined areas and keep the density in the Town.

50 Keith Chrisman, Chairman of the Energy Committee, presented their response to the request to run the Energy  
51 Section for the Master Plan. Their vision in Sunapee's energy future was to increase energy savings at town  
52 facilities, residences and commercial enterprises and reduce the impacts of greenhouse gas emissions resulting  
53 from fossil fuel consumption. The purpose of the Energy Section was to assist the Town with developing a strategic  
54 road map. He further added that the energy plan process aims to provide recommendations focused on increasing  
55 municipal energy efficiency to save taxpayer money and reduce municipal energy demand and recommend  
56 policies that promote energy efficiency.

57 Mr. Marquise asked Mr. Chrisman if the Energy Committee is focusing more on town facilities in terms of energy  
58 savings and resiliency or if they are looking at the entire community.

59 Mr. Chrisman replied that they have started historically with just the Town and that there is a possibility of  
60 reducing electrical rates? for residents. They were starting to branch out and they were looking at all three sectors.

61 Chairman White asked if the Committee is the one that was formed under the Selectmen.

62 Mr. Chrisman answered affirmative and added that the Committee had offered its services to the other sectors in  
63 the Town. He stated that the Energy Committee Mission Statement identifies and recommends opportunities for  
64 energy conservation, energy efficiency, energy generation and energy-related cost savings for the Town's  
65 businesses and residences, with the goal of expanding the Town's energy resiliency. He added that that was  
66 approved by the Board. He said that they have had a contractor from Eversource to perform energy audits for the  
67 Highway Department's safety services and Town's Water Treatment Plant, and the Energy Committee spends a lot  
68 of time evaluating various town properties.

69 Review of Minutes:

70 Mr. Marquise had reviewed the August 11, 2022, meeting video and suggested that the following should be stated  
71 in lines 81-84: Mr. Marquise said that renting a single-family home has been going on for so long and it is usual and  
72 customary, so why cannot somebody rent a single-family home for any length of time without needing a definition  
73 of a short-term rental? He thinks that without a definition of a short-term rental the town is on thin ice to say that  
74 short-term rentals are not allowed.

75 **Ms. Gottling made a motion to approve August 11, 2022, Minutes of Meeting as amended. Seconded by Mr.**  
76 **Butler. The motion passed unanimously.**

77 Mr. Marquise suggested amendments for March 10, 2022, Minutes per comments received, as follows: line 118,  
78 the words Open letter to be replaced with Petition; line 122, the words the abutters to be replaced with the  
79 petitioners; line 133, the word they to be replaced with the petitioners; line 135, the word they to be replaced  
80 with the petitioners. Mr. Marquise suggested to be added that Carol Wallace has spoken to the issue as a resident,  
81 not as a Selectmen.

82 **Mr. Clark made a motion to approve March 10, 2022, Minutes of Meeting as amended. Seconded by Ms.**  
83 **Gottling. The motion passed unanimously.**

84 Mr. Clark suggested amendments for December 8, 2022 Minutes, as follows: line 127, the word the to be added in  
85 front of the word exempt, and a coma to be added after the word exempt; line 128, the word the to be added in  
86 front of the word required; line 180, the word concerning to be replaced with concerns; line 182, the word  
87 undisturbed to be replaced with disturbed, and the word of to be added before disturbed; line 186, the word  
88 responded to be added after Claus, and the word she to be replaced with Susan; line 200, the word tac to be  
89 replaced with check; lines 235-246, the word bezel to be replaced with basal.

90 **Ms. Gottling made a motion to approve December 8, 2022, Minutes of Meeting as amended. Seconded by Mr.**  
91 **Butler. The motion passed unanimously.**

92 Mr. Clark suggested amendments for December 15, 2022 Minutes, as follows: line 36, the word vacation, to be  
93 erased; lines 53 and 54, the words 12 month period unless a Certificate of Zoning Compliance is issued, to be  
94 erased, line 56, the words Water Supply and Pollution Control, to be erased; line 62, the words as sleeping  
95 quarters, to be erased; line 78, the letter a to be added before condition; line 96, the word to be added after  
96 dictates; line 146, the word on to be added after commented; line 147, the word and to be added after  
97 amendment; line 148, the word retrospective to be replaced with legal prospective; line 163, the words sought  
98 shall be no closer and the words than any, to be erased; line 201, the word can to be replaced with the word if, the  
99 word do to be replaced with the word and; line 202, the letter a to be replaced with the word to; line 215, the  
100 words in any 12-months period, to be erased; line 267, the words Certificate Required, to be erased; line 280, the  
101 words Tourist Homes, & Inns, Lodging and Boarding to be erased; line 283, the words with meals served to guests  
102 only, to be erased; line 302, the word laws to be replaced with law; line 307, the word stuffs to be replaced with  
103 things; line 367, the word bellow to be replaced with below; line 389, the word do to be replaced with does; line  
104 465, the words Decision Within thirty (30), to be erased; line 467, the words reverse an action of an administrative  
105 official or decide in favor of an applicant in any matter before it affirm, to be erased; line 471, the words state the  
106 conditions of the special exception or variance were found to exist and shall indicate, to be erased; line 479 the  
107 words ground elevation around the, to be erased; line 491, the words retail purposes, to be erased.

108 **Ms. Gottling made a motion to approve December 15, 2022, Minutes of Meeting as amended. Seconded by Mr.**  
109 **Butler. The motion passed unanimously.**

110 Signing of Mylar's

111 **Mr. Butler made a motion to adjourn the meeting at 9:13 PM. Seconded by Ms. Gottling. The motion passed**  
112 **unanimously.**

113 Respectfully submitted: Rajmonda Selimi

114 Planning Board

115 \_\_\_\_\_

116 Peter White, Chairman

Suzanne Gottling

117 \_\_\_\_\_

118 Randy Clark

Joseph Butler

119 \_\_\_\_\_

120 Robin Saunders