

1 **TOWN OF SUNAPEE**

2 **PLANNING BOARD**

3 **JUNE 10, 2021**

4 Chairman White called the meeting to order at 7:00 pm.

5 Chairman White read the Governor’s Emergency Order #12 that authorizes the Planning Board to meet
6 electronically: “As Chair of the Planning Board, I find that due to the State of Emergency declared by the
7 Governor as a result of the COVID-19 pandemic and in accordance with the Governor’s Emergency
8 Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.
9 Please note that there is a physical location at 23 Edgemont Rd in the Meeting Room to observe and
10 listen contemporaneously to this meeting, which was authorized pursuant to the Governors Emergency
11 Order. Please note that all votes that are taken during this meeting shall be done by roll call vote. Let’s
12 start the meeting by taking a roll call attendance. When each member states their presence, please also
13 state whether there is anyone in the room with you during this meeting, which is required under the
14 Right-to-Know law.”

15 A roll call was taken:

16 **MEMBERS PRESENT BY VIDEO:** Peter White, Chair; Michael Jewczyn, Vice Chair; Jeffrey Claus; Joe
17 Butler; Sue Gottling, Ex-Officio Member; Gregory Swick, Alternate Member

18 **MEMBERS PRESENT IN THE MEETING ROOM:** Richard Osborne; Randy Clark; Michael Marquise, Planner

19 Mr. Marquise said that the Governor’s Emergency Order is set to expire so the Board will have to meet
20 in July.

21 **MASTER PLAN**

22 Mr. Marquise said that he is still waiting for some Census data so the Board will not need another June
23 meeting.

24 Mr. Marquise shared his screen that showed the different sections of the last Member Plan.

25 Mr. Marquise said that he spoke with one of the members of the Energy Committee and he thinks that
26 they may develop a separate section for Energy. He is also thinking that there may be some other
27 Departments that might want to have some questions in the Master Plan Questionnaire such as
28 Recreation and Conservation. He asked if the Board has any thoughts as to who to reach out to for
29 questions for the Master Plan. Moving forward, the Board will probably invite different Boards and
30 Committees to talk, however, before the Questionnaire is submitted, he thought it would be good to see
31 who may want to add questions to it. Mr. Osborne said that he thinks that it is a good idea to talk to the
32 Conservation Commission and Recreation Committee to see if there is any input they may like to get.

33 Mr. Claus asked if there has ever been a need for Utilities and Public Services to be addressed. Mr.
34 Marquise said that energy was probably under this category. However, normally it is things like the
35 Water and Sewer Department and their plans for the future such as upgrades or extensions. Mr. Claus
36 asked if they are usually self-contained and make their own decisions so they do not need public input.

37 Mr. Marquise said that he can see if they want to know anything from the public but he thinks they have
38 their own methods of reaching out to people. Mr. Claus said that the current Questionnaire does not
39 touch on it at all. Mr. Marquise said that two Master Plans ago there was discussion about extending
40 some of the public facilities, however, this was before Perkins Pond and towards Wendell was done and
41 he believes that there were some discussions about that then.

42 Mr. Osborne asked if internet availability should be considered under Utilities and Public Services. Mr.
43 Claus said that it would be good to see availability and bandwidth speeds increased. Mr. Clark said that
44 the Board does not really have a purview on internet and how companies decide what to do in Sunapee.
45 Mr. Marquise said that the Board could ask about it. Mr. Claus said that he thinks that the Board could
46 ask to get a feel for the need of the demand. There was further discussion regarding this matter as to
47 how the questions could be worded for the Questionnaire and how to find where the areas are that
48 need access or better access and if the Town Manager knows more about this situation and that if it
49 would be good to have a connectivity rate map in the Master Plan and who could produce it. There was
50 also a discussion that internet is provided by private entities so even if there is a need the Town has no
51 way to address it, however, the Board could show from responses that there is a need as every 10 years
52 the Comcast contract is renewed with the Town. There was a discussion about people identifying where
53 they live so the areas are targeted and how much information that should include.

54 There was a discussion regarding when the Questionnaire should be sent to residents.

55 There was a discussion about asking the Highway Department for input.

56 There was a discussion about having a Building Inspector and that LSPA would like to have enforcement
57 in the watershed areas and the staffing and costs issues and funding for the position and what the
58 position might entail. There was a discussion about how to frame the Questionnaire questions for this
59 issue. There was also a discussion regarding the Department of Environmental Services.

60 There was a discussion about Building Departments and Zoning Departments in other cities and towns
61 being a source of income for them with fees and such and that adding a Building Department requires
62 more fees and that people may not want to pay those fees and that people may not want inspections.

63 There was a discussion as to how a Building Department would be formed such as talking to the Board
64 of Selectmen. There was also a discussion about the liability to the Town regarding measuring
65 foundations and such and if that would fall under the Building Code. There was a discussion regarding
66 safety concerns and having a Building Inspector to ensure builders are building to code.

67 **MISCELLANEOUS**

68 Mr. Marquise asked the Board to go to the Town Office to sign documents.

69 Mr. Marquise said that the Zoning Board would like to talk to the Planning Board about Zoning
70 Amendments. The Board agreed that they would like to invite the Zoning Board to the July meeting.
71 There was a brief discussion regarding this matter and about height in the Ordinance and some of the
72 Zoning Board's concerns with it.

73 **MINUTES**

74 Changes to the Planning Board minutes from March 11, 2021: The minutes were continued to the next
75 meeting.

76 Changes to the Planning Board minutes from March 18, 2021: The minutes were continued to the next
77 meeting.

78 Changes to the Planning Board minutes from April 8, 2021: The minutes were continued to the next
79 meeting.

80 Changes to the Planning Board minutes from May 13, 2021: The minutes were continued to the next
81 meeting.

82 **Mr. Osborne made a motion to adjourn at 8:03 pm. Mr. Butler seconded the motion. The motion**
83 **passed unanimously.**

84 Respectfully submitted, Melissa Pollari

85 Planning Board

86 _____

87 Peter White, Chairman

_____ Michael Jewczyn

88 _____

89 Joseph Butler

_____ Randy Clark

90 _____

91 Jeffrey Claus

_____ Richard Osborne

92 _____

93 Suzanne Gottling, ex-officio member

_____ Gregory Swick, Alternate