

Board Members Present: Chair Paul Powers, Vice Chair Andy Kohlhofer, Ex Officio Neal Janvrin, Members Jack Karcz, and Tim Lavelle

Also Present: Madeleine DiIunno, Rockingham Planning Commission; Administrative Assistant Leanne Miner; Bill Gregsak of Gregsak Engineering and Applicant Mike Rislove of Fremont Land LLC

I. WELCOME

Mr. Powers opened the meeting at 7:00 PM.

II. MINUTES

Editorial comments were made.

Mr. Karcz made a motion to approve the meeting minutes for January 4, 2023. Mr. Kohlhofer seconded the motion and the motion passed 5-0

III. CONTINUED BUSINESS –

1. **002-151-2 Subdivision Application** Applicant, Fremont Land LLC, is proposing to subdivide the subject parcel into two (2) parcels with legal frontage for both on Route 107, a state highway.

Mr. Lavelle recused himself as he is a consultant to the applicant.

The Board is in receipt of the following new materials:

1. Plan set (8 drawings) dated December 14, 2022, last revised 1/5/23.
2. Keach-Nordstrom Associates, Inc. (KNA) letter dated January 18, 2023

Mr. Gregsak provided an update. He has reviewed KNAs letter dated today, January 18, 2023 and noted that the waivers had been granted at the previous meeting. Otherwise, the letter issued no additional comments. He noted that State Subdivision and Driveway Permit approvals are still pending.

Monuments have not been installed yet. Minor editorial comments were made including the addition of the recent waiver request dates on cover (December 1, 2022) and missing soil references on Sheet 3.

Mr. Kohlhofer motioned to open the hearing for public comment on the Subdivision Application at Map 2 Lot 151-2. Mr. Karcz seconded the motion and the motion passed 4-0.

There were no public comments.

Mr. Kohlhofer motioned to close the hearing for public comment on the Subdivision Application at Map 2 Lot 151-2. Mr. Karcz seconded the motion and the motion passed 4-0.

Mr. Powers read the proposed conditions of approval as follows:

1. Plan Sheets 1, 2, 5, and 6 Mylars shall be recorded at the Rockingham Registry of Deeds and a digital copy of the Mylar provided for Town Land Use file.
2. All licensed professionals whose names appear on the approved plans and Mylars shall have original stamps and signatures.
3. All required state permits are received, and permit numbers noted on the approved plans and recorded Mylar.
4. All monuments shall be installed, shown on approved plans and recorded mylars, and certified.
5. Four paper copies of the final plan set (2 full sized and 2 half size) shall be signed for Town Land Use files.
6. All conditions of approval are met within 365 days of this approval date. The Planning Board may grant an extension of its original approval with good cause.
7. All fees incurred by the Planning Board, including but not limited to consulting, engineering, and legal fees, have been paid by the applicant.
8. The cover sheet will be updated with recent waiver request date and sheet 3 will be updated with a complete list of NRCS soils.

Mr. Karcz made a motion to approve the 2-Lot Subdivision Application with the conditions of approval as read for Map 2, Lot 151-2. Mr. Kohlhofer seconded the motion and the motion passed 4-0.

Mr. Gregsak and the Applicant left the meeting at 7:15PM.

- IV. NEW BUSINESS** – Ms. DiIunno distributed updated the goals and recommendations for the Transportation Chapter of the Master Plan for discussion. Rich Cooper from the Conservation Commission joined the meeting. Mapping was discussed. The RPC is still working on updating the maps and text. The Road Agent, in absentia, asked that the Town Engineer (KNA) look over the Chapter as some action items show KNA as a Responsible Party. The same applies to the Select Board when it comes time to review the draft.

V. ADMINISTRATION, OTHER

1. Circuit Rider Business

- a. The RPC was awarded funding to prepare a Source Water Protection Plan for the Town of Fremont.
- b. The RPC is working on a Housing Needs Assessment that will be referenced when the Board starts work on the next Master Plan Chapter on Housing.

2. **Budget 2023** – Budget remaining at the end of 2022 is \$14,274, much of which is the result of changing the contract billing terms with the RPC.
3. **Incoming Correspondence and Project Updates**
 - a. Scribner Road – A Construction Report was distributed to the Board via email for work up through today. Construction is proceeding well. No issues were reported.
 - b. PPM Fremont Holdings – Mylars and final plan sets have been submitted and all precedent conditions of approval met. The Mylars will be recorded at the Registry of Deeds.
4. **Other Department News - None**

VI. ADJOURNMENT

Mr. Karcz made a motion to adjourn the meeting at 8:12 PM. Mr. Lavelle seconded the motion. The motion passed 5-0.

Respectfully submitted,



Leanne Miner
Land Use Administrative Assistant