

Board Members Present: Vice Chairman Andy Kohlhofer, Ex Officio Roger Barham, and Members Jack Karcz, Brett Hunter, and Alternate Member/Administrative Assistant Leanne Miner present in the basement meeting room.

Also Present via Teams: Jenn Rowden Rockingham County Planning Commission (RPC)

I. WELCOME

Mr. Kohlhofer opened the meeting at 7:00 PM. He appointed Leanne Miner as a voting member.

II. MINUTES

Mr. Karcz made a motion to approve meeting minutes for June 2, 2021. Mr. Hunter seconded the motion. The motion passed 5-0

III. NEW BUSINESS – No new business.

IV. CONTINUED BUSINESS

1. Stormwater Regulation Updates to Site Plan Review and Subdivision Regulations – Ms. Rowden reviewed comments from the Town Engineer, Steven Keach of Keach-Nordstrom Associates, Inc. The Board discussed his comments related to Minimum Thresholds for Applicability (disturbance area) and exempt activities. The Board decided to keep the lower threshold to capture what sites might be developed in Fremont and to leave draft text as is. The Board also discussed Town Engineer comments regarding requiring or encouraging Low Impact Development (LID) planning and design strategy and requirements for As Built drawings. The Board discussed anticipated MS-4 permitting requirements decided to require As Built drawings. Text regarding LID was left as drafted.

Mr. Barham made a motion to move the proposed changes in stormwater regulations and the removal of the application portions from the body of the regulation for both the Site Plan Review and Subdivision Regulations to Public Hearing on July 21, 2021. Mr. Karcz seconded the motion. The motion passed 5-0.

2. Excavation Permit Renewals – The Board is in receipt of Town Engineer reports for the following properties and applicants:
 - Fremont Land Use, LLC at 662 Main Street
 - George E Merrill & Son, Inc at 107 Beede Hill Road
 - John Galloway, 5 Shirkin RoadAll sites were observed to be neat and professionally managed in compliance with the Town's Excavation Regulations. No changes in reclamation surety were recommended.

Ms. Miner made a motion to grant excavation permit renewals for all three sites for one-year through June 30, 2022. Mr. Karcz seconded the motion. The motion passed 5-0-0.

3. Master Plan – Land Use Chapter – This topic was tabled until July 7, 2021.

V. ADMINISTRATION, OTHER

1. Circuit Rider Business

- i. Master Plan - Recreation – 4th Quarter
 - ii. Master Plan – Natural Resources – 4th Quarter pending budget review end of July
 - iii. Capital Improvement Plan – Presentation with the Budget Committee July 21. Leanne to send a reminder to the Budget Committee as the date draws near.
2. Incoming Correspondence and Project Updates
 - i. 003-002 Governor's Forest – All administrative items are in place and the project is expected to start next week.
 - ii. 001-012 Cell Tower Site – This project is complete pending final site inspection by the Town's Building Inspector.
3. Administration – None to report.
4. Other Department News - Ms. Miner asked about any specific process for updating the Town's Open Space Plan. The group discussed and decided to wait and see what documentation the Conservation Commission proposes before determining if the Board needs to be involved in review or adoption of the document.

VI. ADJOURNMENT

Mr. Karcz made a motion to adjourn the meeting at 7:37PM. Mr. Hunter seconded the motion. The motion passed X-0.

Respectfully Submitted



Leanne Miner, Land Use Administrative Assistant