

Board Members Present: Chair Paul Powers, Vice Chair Andy Kohlhofer, Ex Officio Roger Barham, and Members Jack Karcz, Tim Lavelle, Mike Wason, and Alternate Member/Administrative Assistant Leanne Miner present in the basement meeting room and by video conference using Microsoft Teams.

Also Present: Jennifer Rowden, Rockingham Planning Commission (RPC; via Microsoft Teams) and Laurence Miner, Fremont Building Inspector (in room). Tom Nisbet, Applicant PPM Fremont Holding LLC; Ryan Bocelli and Andrew Rowe with Rite Liner.

Mr. Powers opened the meeting at 7:00 PM and announced that in accordance with State Emergency Orders, the Planning Board is permitted to utilize emergency meeting provisions of RSA 91-A to conduct this meeting through electronic means while preserving, to the extent feasible, the public's right to observe and listen contemporaneously.

Ms. Miner noted that the meeting is being televised on FCTV Channel 22 and will be posted after the meeting on Vimeo. The following E-meeting procedures will be followed in accordance with the Governor's Emergency Order:

1. If anyone has problems with accessing the meeting they can call the Town Hall at 603 895-3200, extension 306 or email landuse@fremont.nh.gov for assistance during the meeting.
2. If for some reason the public is unable to access the meeting, the meeting will be adjourned.

I. ROLL CALL

Mr. Powers conducted a roll call of meeting attendees. The following Planning Board Members responded as being present:

1. Roger Barham (Ex Officio)
2. Andy Kohlhofer (Vice Chair)
3. Tim Lavelle (Member)
4. Paul Powers (Chair)
5. Mike Wason (Member)
6. Jack Karcz (Member)
7. Leanne Miner (Alternate Member)

II. MINUTES

The meeting minutes for July 1, 2020 were not available. As such Mr. Powers tabled this item to the next meeting scheduled for July 29, 2020.

III. NEW BUSINESS

003-037-2 Unit 12 Minor Site Plan Review and Change in Use applications for an existing commercial building currently approved for Light Manufacturing. The applicant, PPM Fremont Holding, LLC is proposing a Change in Use from Light Manufacturing to Warehousing, Fulfillment and Transportation Services. The site is located at Map 3 Lot 037-002-012. The address is 326 Main Street, Unit 12 in Fremont New Hampshire.

Ms. Miner explained that there were some abutter notification issues due to incorrect addresses. As such several abutters will need to be re-notified at the corrected addresses and must meet the 10-day

legal notification requirements. Ms. Miner noted that she sent letters with the new notifications to the subject abutters. Mr. Nisbet also let the Board know that he talked to the abutters.

Mr. Kohlhofer motioned to continue the Public Hearing for Map 3, Lot 037-002, Unit 12, for Minor Site Plan Review and Change in Use applications to July 29, 2020 to be held on the First Floor of Town Hall. Mr. Karcz seconded the motion. The motion passed 6-0-0 with a roll call vote as follows: Roger Barham-Aye; Andy Kohlhofer-Aye; Tim Lavelle-Aye; Paul Powers-Aye; Mike Wason-Aye; Jack Karcz-Aye.

IV. CONTINUED BUSINESS

Master Plan Updates – Ms. Rowden reviewed the updates made to the Growth Chapter since the previous meeting including the addition of data on tax rates, and updates to the Recommendations section and Implementation Chart.

There was discussion about the status of the Natural Resources Inventory (NRI) Chapter which the Planning Board will need to review and approve as part of the Master Plan. Ms. Rowden suggested the Planning Board could have a brief NRI Chapter that is in the same format. Ms. Miner provided a tentative timeline for the Conservation Commission and RPC to complete the NRI. The Board decided to move ahead with the Vision and Growth Chapters of the Master Plan and give the Board time to review the NRI when it is ready.

Mr. Lavelle motioned to move the Growth Management and Vision Chapters of the Fremont Master Plan to Public Hearing on September 2, 2020. Mr. Kohlhofer seconded the motion. The motion passed 6-0-0 with a roll call vote as follows: The motion passed 6-0-0 with a roll call vote as follows: Roger Barham-Aye; Andy Kohlhofer-Aye; Tim Lavelle-Aye; Paul Powers-Aye; Mike Wason-Aye; Jack Karcz-Aye.

The Board discussed other Master Plan Chapters that the Board may want to update this year. The Board decided to have the Master Plan subcommittee regroup and meet with the Recreation Group in August. The Recreation Chapter was last updated in 2008. Ms. Rowden will consider this Scope of Work and provide the Board with a scope and cost estimate for their review at the August 5, 2020 meeting.

Excavation Permits – Ms. Miner is working on the site visit notes and will follow up with the Town Engineer regarding letter reports.

V. ADMINISTRATION

Circuit Rider Business – No further business matters to discuss.

Incoming Correspondence – Ms. Miner distributed the draft School Impact Fee Assessment to the Planning Board. Ms. Miner will see if Bruce Mayberry is available to attend one of the August meetings to provide an overview of his updated assessment.

Project Updates

- Map 001/Lot 012 Cell Tower – No updates.

- Map 002/Lot 020 South Road – Construction is ongoing. Construction reports were distributed to the Board. Paving has been completed.
- Map 002/Lot 151-2 ROI – Paving has been completed.

Board Members and Officers – All members with expiration dates in 2020 have been sworn in. Mr. Powers agreed to continue as Chair and Mr. Kohlhofer agreed to continue as Vice Chair.

Mr. Lavelle made a motion for Mr. Powers to be Chair and Mr. Kohlhofer to be Vice Chair of the Planning Board for the remainder of 2020 and Q1 for 2021. Mr. Wason seconded the motion. The motion passed 6-0-0 with a roll call vote as follows: Roger Barham-Aye; Andy Kohlhofer-Aye; Tim Lavelle-Aye; Paul Powers-Aye; Mike Wason-Aye; Jack Karcz-Aye.

Administration/Budget – 2021 Budget. The Board reviewed the 2020 budget, spend, and discussed items in the 2021 budget. Ms. Miner will incorporate the Board's comments into a draft spreadsheet for the Board to review and discuss at their August 5 meeting.

VI. OTHER BUSINESS

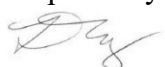
Mr. Barham clarified to the Board that the Church and Historic Society are proposing to replace a grass parking area with a gravel area that will help with plowing and maintenance. The Church is proposing a memo of understanding. At the last meeting the Board reached a consensus that this project should go through Site Plan Review. News since this discussion is that the Church and Historic Society have been using this area for 40 years, will that affect the current proposal? Ms. Rowden noted that the concern is not so much the 'use' issue as much as it is a health and safety issue due to a change in the stormwater runoff. Gravel is classified as impermeable by NHDES and US EPA. Further Ms. Rowden suggested that the Historic Society is not a 'typical government function' (i.e., library or school) so it is likely not exempt from their own regulations. Mr. Barham will continue to discuss this the matter with the Select Board.

Mr. Lavelle presented a new mylar for one of the Copp Drive Subdivisions, the Subdivision Plan Tax Map 2, Lot 148-1, Owned by Paul Powers Jr, 90 Copp Drive in Fremont NH. The (originally approved) mylar was missing map and lot numbers, but still recorded at the Registry of Deeds. The Amended Subdivision Plan now includes all relevant information and will be reviewed and signed by the Vice Chair, Mr. Kohlhofer for recording. As this matter is administrative in nature, no action or vote was taken by the Board.

VII. ADJOURNMENT

Mr. Karcz made a motion to adjourn the meeting at 8:00 PM. Mr. Wason seconded the motion. The motion passed 6-0-0 with a roll call vote as follows: The motion passed 6-0-0 with a roll call vote as follows: Roger Barham-Aye; Andy Kohlhofer-Aye; Tim Lavelle-Aye; Paul Powers-Aye; Mike Wason-Aye; Jack Karcz-Aye.

Respectfully Submitted,



Leanne Miner, Land Use Administrative Assistant