

**PLANNING BOARD PUBLIC MEETING
TOWN OF LITCHFIELD**

Held on September 15, 2020

minutes approved on 10/6/2020

In response to the COVID-19 Pandemic, the Planning Board held a remote meeting pursuant to Governor Sununu's Emergency Order #12 related to public meetings, on Tuesday, September 15, 2020 at 7:00 p.m. via webex.

MEMBERS PRESENT: Michael Croteau - Chairman, Kimberly Queenan - Vice-Chairman, Kate Stevens -remotely, Ronn Stephens, James Boffetti, Kevin Lynch, Selectmen's Rep., Curtis Sampson - Alternate, remotely

MEMBERS ABSENT: Joshua Smith

ALSO PRESENT: Jay Minkarah (Executive Director Nashua Regional Planning Commission - NRPC), remotely

Mr. Croteau called the meeting to order at 7:00 p.m. Roll call of members.

Public Input: No public input on non-agenda items.

Agenda Items:

- 1. Mel's Food Truck**
- 2. Capital Improvements Program**

Mel's Food Truck

EJ Dean from Fiesta Shows representing the food truck concession requests to move a food truck at Mel's Spooky World event. He has been operating a food truck at Spooky World for ten years.

Kevin L. The request to relocate was not on the site plan, they want to move the truck slightly to be closer to the hayride que line.

Mr. Dean In 2018 we had a booth, in 2019 because of a labor shortage we did not have a booth. In 2020 because of a redesign of the que lines we wanted to be nearer to the hayride entrance. I think it was just missed on the redesign of the plan. We submitted a plan to the Board of Selectmen (BOS).

The BOS had given them an extension to labor day because of the COVID issue and governors request to work with small businesses. The BOS has sent the request back to the planning board as a site plan issue.

Mike C. feels the board needs to hear from the owners of Mel's.

Kevin L. Other towns are trying to work with restaurants, it is a short time use they won't have time to go through the planning process. We are trying to be logical with the timing cycle.

James B. Mel's was just here a couple of weeks ago. Why was it not brought to our attention then?

Mr. Dean I think it was a couple of days after the site plan we realized it was missed.

James B. Mr. Prolman (attorney for the applicant) asked us to approve what the BOS had approved. Why has BOS sent it back to the planning board?

Kevin L. Nothing has changed. The BOS is just letting the planning board know it just a temporary item.

Steve Webber (BOS) remotely, The BOS was not enforcing a site plan violation for a 90 day extension for the food truck. In the interim the planning board had a plan before the board.

James B. Why can't the BOS do that again?

Steve Webber My position is they have addressed it on the plan before the planning board. The BOS was helping small businesses due to the governor's mandate. That is why we did not take action to enforce a site plan violation.

Jay M. The board can't take action to amend the plan because it hasn't been noticed, it is on the agenda under public comment not as an amendment to the plan.

There could be correspondence from the planning board to BOS to extend the previous stay.

Kevin L. My opinion would be to come back to the BOS for a temporary extension.

Mike C. The BOS will have to make a decision. We don't have a plan or Mel's owners here to make a planning board decision.

Capital Improvement Projects Report (CIP) 2021 - 2026

Also present remotely Andrew Cutter, Budget Committee.

The CIP committee has met over the past several months, and met with departments and school departments. They have come up with recommendations for each department and school projects.

9/23/20 There will be a public meeting with the CIP Committee.

Mike C. read NHRSA 674:5 enabling legislation for CIP and explained the process and the vision statement (attached).

The projects have been ranked U-Urgent, N-Necessary, D-Desirable, DR-Deferrable, R-Needs more Research.

See attached spreadsheet. Overall the new police facility was given urgent and GMS replacement was given highest priority on the CIP. That would still have to be voted on by the voters of the Town.

Andrew Cutter commented that the CIP should be a continuing document to execute. After the public hearings and Board of Selectmen acceptance of the plan the budget committee will look at it on a quarterly basis. January when warrant articles come in and again in April.

Planning Board survey was discussed and how to get information regarding the survey out to the public to take the survey.

Kate S. asks Andrew C. if he know what the tax impact has been over the last few years.

Andrew C. on the average \$3.00 per \$1,000. The tax cap was also discussed.

Kate was concerned about the tax rate over the next six years.

Committee Reports

10/1 Conservation Commission, 7:00 Town Hall

10/3 Clean up of Rte. 3A, Conservation Commission

10/13 the next Heritage Commission meeting, remote

Approval of Minutes 9/1/2020

One correction on the 9/1 minutes.

A MOTION was made to approve the 9/1 minutes as amended by Kim Q. seconded by James B. Motion carried 5-0-1

No further business. A motion was made to adjourn the meeting at 8:40 pm by Kevin L. seconded by Ronn S. All in favor 6-0-0.

Minutes transcribed from LCTV

J. McKibben