

**Ashland Planning Board
Amended Meeting Minutes
Wednesday, May 3, 2023**

CALL TO ORDER: Mardean Badger, Chair, called the meeting to order at 6:30 PM

MEMBERS PRESENT: Mardean Badger, Kathleen DeWolfe, Paula Hancock, Andy Fitch, Frank Stevens (alternate)

MEMBER ABSENT: Kendall Hughes

OTHERS PRESENT: Judy and Tim Smith

Mardean Badger, Chair, appointed Frank Stevens as a voting member of the board for this meeting.

DISPOSITION OF MINUTES

The Board reviewed the minutes of their Wednesday, April 26, 2023, meeting. Kathleen DeWolfe made a motion to accept the minutes as amended. Andy Fitch seconded the motion. The motion passed on a 4-0-1 roll call vote in the affirmative: 4 yes (Badger, DeWolfe, Fitch, Hancock), 0 no, and 1 abstention (Stevens).

APPLICATION FOR WAIVER OF A SITE PLAN REVIEW FOR V-TWIN REALTY FRANCONIA, NH FOR THE PROPERTY AT 146 MAIN STREET ASHLAND (T/M/L 214-043)

The Board tabled the application for Waiver of Site Plan Review for the property at 146 Main Street, Ashland to the Planning Board's next meeting on May 24, 2023. The application was tabled due to the fact that there were no representatives of the applicant in attendance to answer any questions about the new business from the Planning Board or the public.

REVIEW OF PLANNING BOARD RESOURCES

Two new members have been appointed to the Planning Board – Kendall Hughes as a regular member and Frank Stevens as an alternate. With new Planning Board members and alternates recently joining the Board, Mardean Badger, chair, spent some time at the meeting explaining the processes and procedures of the Planning Board including the Planning Board webpage, the Land Use Assistant, land use email and state resources for the Planning Board.

REORGANIZATION OF THE PLANNING BOARD

The Planning Board reorganized the Board at its Wednesday, May 3, 2023, scheduled meeting. The results of the vote are as follows:

- Kathleen DeWolfe nominated Mardean Badger as Chair of the Board. Andy Fitch seconded the motion. The motion passed unanimously on a 5-0 roll call vote in the affirmative.
- Mardean Badger nominated Kathleen DeWolfe as Vice Chair of the Board. Andy Fitch seconded the motion. The motion passed unanimously on a 5-0 roll call vote in the affirmative.
- Mardean Badger nominated Paula Hancock as Secretary of the Board. Kathleen DeWolfe seconded the motion. The motion passed unanimously on a 5-0 roll call vote in the affirmative.

REVIEW OF THE SITE PLAN REVIEW REGULATIONS

The Board reviewed *Article 2 Standards* of the Site Plan Review Regulations. Standards 2.5, 2.9, and 2.11 were discussed relative to snow removal, retaining walls, drainage, and green areas, with no

proposed changes in wording. A wording addition was proposed for Standard 2.3 to read “Outdoor lighting shall be shielded *and/or directed downward* so as not to shine . . . “ The Board decided that the Board would review and discuss in more detail *Article 3 Application* at a future scheduled meeting. At future meetings the Board will discuss the Site Plan Review Checklist, as well as the Site Plan Review Application form. It was felt that the Planning Board needs to request an as-built plan from all developers and builders as part of the conditions set forth for proposed projects.

ADJOURNMENT

Mardean Badger made a motion to adjourn. The motion was seconded. The motion passed on a 5-0 roll call vote. The meeting adjourned at 8:15 PM. The next Planning Board meeting is scheduled for Wednesday, May 24, 2023, at 6:30 PM at 6 Collins Street.

Submitted by Paula Hancock