

Enfield Planning Board – Meeting Minutes

ZOOM ONLINE MEETING PLATFORM

May 27, 2020

BOARD MEMBERS PRESENT: David Fracht (chair), Linda Jones, Kurt Gotthardt, Eric Russell (vice chair), Dan Kiley (secretary) and Phil Vermeer

BOARD MEMBERS ABSENT: John Kluge-Selectman, Jim Bonner (alternate and videographer) and Paula Rowe (alternate and recorder)

STAFF PRESENT: Rob Taylor- Land Use and Community Development Administrator

GUESTS: Kevin Barton (applicant), Celie Aufiero and Maryellen Reinsel

I. CALL MEETING TO ORDER

Chairman Fracht called the virtual ZOOM meeting to order at 7:01 p.m. He took a “roll call” of members present for attendance. He also elevated Phil Vermeer to a voting member for the meeting.

II. PUBLIC COMMENTS

None

III. SELECTMEN’S REPORT

John Kluge-Selectman was not in attendance.

IV. APPROVAL OF MINUTES

Dan Kiley moved to put the minutes on the table for discussion and Phil Vermeer seconded. There were no changes or corrections to the minutes. Dan Kiley moved to approve the minutes and Erik Russell offered a second. A roll call vote was taken, and everyone approved. The motion passed unanimously 5-0.

V. PUBLIC HEARING

Enfield Land Use Case # P20-05-02, Kevin Barton is seeking major site plan approval to operate a motorcycle repair shop at 218 Old Route 10. The subject property is located in the “C/I” Commercial/ Industrial zone.

Chairman David Fracht addressed the fact that he and Land Use Administrator had decided to change the application to a “minor” site plan review based on further interpretation of the Enfield Site Plan Review ordinance. At this point he turned it over to the applicant, Kevin Barton, for further explanation of his application. Mr. Barton explained that he is seeking to use an existing garage on his property for a motorcycle repair shop. He indicated that he would be doing tire changes and accessory installation.

He will also be doing fluid changes (ie-oil). He is estimating 3-5 customers per week on a year-round basis. Dan Kiley inquired as to what the garage was being used for now. Mr. Barton indicated that he currently uses the garage as his own motorcycle shop. Kurt Gotthardt asked for confirmation that the property in question is indeed in the “commercial/ industrial” zone. Rob Taylor confirmed that it is. Chairman David Fracht detailed the logic behind making the application a minor vs. a major site plan review as there are no new structures planned. Celie Aufiero asked a question about what would become of the used motor oil from the shop. The applicant indicated that he had a friend who would use the oil in a “waste oil” heat system and would take it all away. Kurt Gotthardt inquired about advertising, signage, lighting and parking. The applicant indicated that no new signs or lights were proposed and he would also not be open at night. He also indicated that he had plenty of parking for customers as shown on his plan.

At this point Chairman David Fracht went through the list of site plan requirements to ensure that the application was complete. The only item that was needed was a copy of the deed which Rob Taylor said he would print from Town records to add to the file. Kurt Gotthardt asked how many motorcycles could be serviced at a time. The applicant stated that he had two lifts inside and could store up to three bikes outside the shop.

Dan Kiley moved that the Planning Board approve and accept the site plan for Kevin Barton as presented and Phil Vermeer seconded the motion. Chairman David Fracht called for a roll call vote to approve Dan Kiley’s motion. The motion was approved unanimously with a vote of 5-0. The motion was declared approved. Rob Taylor offered a final piece of advice that any expansion of the use on this site would require additional approvals. He went on to explain how the decision/ approval will be handled.

At this time Linda Jones joined the ZOOM meeting. A mistake was made by Rob Taylor in not “admitting” her into the ZOOM meeting in a timely manner when she logged on. She ended up waiting for quite a while in the “waiting room.” Rob Taylor apologized to Linda Jones for the delay. This episode is indicative of new ZOOM security features. Rob Taylor will need to keep a sharper eye on the waiting room.

VI. OLD BUSINESS

At this time Chairman David Fracht explained the application (P20-05-01) that had been withdrawn for 411 Route 4 (Katrina Monmaney Swain). This was done for the benefit of Maryellen Reinsel who was in attendance.

VII. NEW BUSINESS

Rob Taylor ran the election of the chair for the board so as to allow the current chair to avoid any conflicts. The board customarily elect officers (chairman, vice chair and

secretary) at their May meeting. He asked for nominations for the role of chairman. Dan Kiley nominated David Fracht to be the chair. Linda Jones offered a second for the motion. There were no more nominations. A roll call vote was taken and passed with all in favor save for one abstention (David Fracht). David Fracht was declared the elected chairman. Next, Chairman David Fracht resumed his chairman's responsibilities and called for nominations for the role of vice chair. Kurt Gotthardt nominated Erik Russell to be vice chair. A second was offered by Dan Kiley. No other nominations were made. A roll call vote was taken and passed with all in favor save for one abstention (Erik Russell). Erik Russell was declared the elected the board vice chairman. Next a nomination was made for Dan Kiley to be the board secretary by Kurt Gotthardt and seconded by Phil Vermeer. A roll call vote was taken and passed with all in favor save for one abstention (Dan Kiley). Dan Kiley was declared elected as the board secretary.

A review was made of the Planning Board Rules of Procedure, last reviewed and adopted in May of 2019. There were no changes offered. A motion was made by Kurt Gotthardt to approve the board's Rules of Procedure for 2020. A second was made by Phil Vermeer. A roll call vote was taken and the motion passed with all present in favor 6-0. Rob Taylor was instructed to update the date on the document called "Rules of Procedure" and print it for signatures at a future meeting.

Rob Taylor took an opportunity to bring up the subject of board member alternates. A discussion ensued about a list that had been generated of possible new member/alternates. Rob Taylor will share the list with the board prior to the next PB Meeting.

VIII. NEXT MEETING

June 10, 2020 if necessary.

IX. ADJOURNMENT

A motion was made to adjourn by Phil Vermeer and seconded Dan Kiley at 7:42 pm. A roll call vote was made and all voted yes unanimously.