

**Enfield Planning Board – Meeting Minutes**  
**ZOOM ONLINE MEETING PLATFORM**  
**June 23rd, 2021**

**BOARD MEMBERS PRESENT:** David Fracht (Chair), Dan Kiley, Linda Jones, Kurt Gotthardt, Erik Russell, Kate Stewart, and Jim Bonner (Alt. and Videographer)

**BOARD MEMBERS ABSENT:** Phil Vermeer

**STAFF PRESENT:** Rob Taylor- Land Use and Community Development Administrator, Barbara Higgins-Recording Secretary

**GUESTS:** Celie Aufiero

**I. CALL MEETING TO ORDER:**

Chair Fracht called the virtual ZOOM meeting to order at 7:03 p.m. He took a “roll call” of members present for attendance. Chair Fracht made Mr. Jim Bonner a regular member in the absence of Mr. Phil Vermeer.

**II. PUBLIC COMMENTS:** None

**III. SELECTBOARD REPORT:** Ms. Stewart gave the Selectboard report. She said that the Selectboard met on Monday. They had some technical problems with Zoom and are working on those being fixed before the next Selectboard meeting. Ms. Stewart said the Town had hired a new Fire Chief. They hired Mr. Phil Neilly for the position. She also reported that they have not found a Town Manager candidate at this point. They will suspend the search under the advice of MRI who said it would be difficult to find someone during the summer months. The mask ordinance is no longer in place and all Town meetings will be held live with a physical quorum in place.

**IV. REVIEW AND APPROVE MEETING MINUTES:** June 9, 2021 Meeting

***Mr. Kiley MOVED to approve the June 9th, 2021 Minutes presented in the June 23rd, 2021 agenda packet.***

***Seconded by Mr. Russell.***

Amendments:

Page 1, Line 6 Separate the two Board members from one another

Page 1, Line 7 Make Ms. Linda Jones absent

Page 2, Line 38 Add “and variances” after “exceptions”

Page 3, Line 10 Change Mr. Taylor said a person may be able to ask for a special exception” to “Mr. Taylor made a suggestion to change the wording to allow a person to ask for a special exception”

**Roll Call Vote:**

**David Fracht, Kurt Gotthardt, Kate Stewart, Erik Russell, and Dan Kiley all voting Yea.**

**Linda Jones Abstained.**

**None voted Nay.**

*\* The Vote on the MOTION was approved (5-1-0).*

**The agenda was taken out of order.**

**V. DISCUSSION/RECAP OF JOINT MEETING WITH ZBA:** Chair Fracht started the conversation with Board members on their thoughts of the joint meeting with the Zoning Board of Adjustment. After discussion all the Board members agreed that the meeting was very constructive and productive. They agreed that they would like to have another joint meeting again, perhaps twice a year. They decided that the 1<sup>st</sup> meeting in October could be a joint meeting again. Ms. Stewart asked if the joint meeting start time could be moved up to 6:00 PM. The time for the meeting would be 6:00 PM to 9:00 PM. Mr. Taylor said he could make sure that there were no hearings set on that date.

Mr. Taylor reported that Ms. Brown and Ms. Johnson from the Zoning Board came into the office last week and they looked through the meeting minutes from both Boards for the last 5 years and were working on an Excel spreadsheet of all the requested hearings, what they for and what the result of the hearings were. When the spreadsheet is ready Mr. Taylor will disburse it to all the Board members.

**VI. REVIEW AND APPROVE POLICIES AND PROCEDURES DOCUMENTS:**

Chair Fracht started the conversation on reviewing and approving the policies and procedures documents. He asked everyone to look them over and give any suggestions that they may have for changes. Ms. Jones asked a question about the NH Right to Know rules. She asked why responding to all the recipients of an e-mail was a problem? It was explained that it would be considered a meeting if all members were involved in an e-mail together.

Mr. Kiley suggested a rule regulating when someone could call into a meeting or not. Members discussed having the wording say that a person was expected to be at the meeting in person, unless other arrangements were made, no less than 24 hours before the meeting. It was also discussed that the applicant or representative of the applicant for a hearing should have to appear in person.

84 It was decided that the final approval for the policies and procedures documents would be tabled  
85 until Mr. Taylor made the recommended changes to the documents.

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87 **VII: UPDATE ON MASTER PLANNING TASK FORCE WORK:** Chair Fracht spoke  
88 about the progress of the Master Plan Task Force. He said Dr. Theis from the Conservation  
89 Commission spoke at their last meeting. Dr. Theis went over the Natural Resource's Inventory  
90 that they had developed.

91  
92 He said the sub-committees each spoke on the information that they had gathered from the public  
93 input sessions they have been involved in. He said there seemed to be some definite themes that  
94 were coming through from the public.

95  
96 The Task Force was planning on doing a question of the week on the Enfield LEAPS website.  
97 They were also planning on having a larger, community wide survey that would run on-line from  
98 September to mid-October. They will be holding another large public session in the first  
99 weekend of November.

100  
101 Chair Fracht said they were still looking for a Planning Consultant and working on how they  
102 would go about it. They were hoping to make recommendations to the Task Force at their next  
103 meeting. They would create a re-scope of the project as they interview the Consultants.

104  
105 More discussion took place on how the survey could be made accessible to everyone in the  
106 Town. Ms. Aufiero was concerned that people who were not residents of the Town of Enfield  
107 would pick up the paper-surveys if they were put out in stores and answer the surveys  
108 themselves. She felt it was not right that non-residents could give their opinion on the surveys.  
109 It was explained that people who passed through the Town on their way to work or who shopped  
110 in the Town's businesses were considered stakeholders. It was also said that stakeholders who  
111 shopped in the Town's shops helped those businesses.

112  
113 Chair Fracht also explained that other Committees and Boards in the Town were being invited to  
114 come and talk with the Task Force about their thoughts on the Master Plan.

115  
116 Mr. Taylor let the Board know that there was going to be a coffee hour from 8:00 AM to 9:00  
117 AM on Friday, held at the Enfield Town Center Town House sponsored by the Enfield Village  
118 association.

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120 **VIII. NEXT MEETING: July 14<sup>th</sup>, 2021**

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122 **IX. ADJOURNMENT:**

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124 *A MOTION was made by Mr. Kiley to adjourn the meeting at 8:17 PM.*  
125 *The MOTION was seconded by Mr. Bonner.*  
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129 **Roll Call Vote:**  
130 **David Fracht, Dan Kiley, Erik Russell, Kate Stewart, Linda Jones, Jim Bonner and Kurt**  
131 **Gotthardt all voting Yea.**  
132 **None voted Nay.**  
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134 ***\* The Vote on the MOTION was approved (7-0).***  
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136 Respectfully submitted,  
137 Barbara Higgins  
138 Recording Secretary  
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