

**Chichester Planning Board
Minutes of Meeting
Thursday February 3, 2022**

Members Present: Stanley Brehm (Chair), Michael Williams (Vice Chair), Tom Houle, Tom Jameson, Allen Mayville, John Healy and Kristy Jobin, Planning Coordinator.

Others present: No members of the public were present.

Mr. Brehm called the meeting to order at 6:44pm

Mr. Brehm appointed alternate member John Healy as a voting member for the meeting.

Approval of minutes for December 2, 2021-

Mr. Mayville made a motion and Mr. Houle seconded to approve the minutes for December 2, 2021. **Motion passes.**

Approval of minutes for January 6, 2022-

Mr. Jameson made a motion and Mr. Williams seconded to approve the minutes for December 2, 2021, with one change. **Motion passes.**

Public Hearing-Site Plan Revocation

CM Truck & Trailer, LLC.

46 Dover Road, Map 4 Lot 147

Mr. Brehm opened the public hearing for CM Truck & Trailer, LLC for consideration of Site Plan Revocation.

Due to CM Truck & Trailer, LLC. requesting a continuance, the Planning Board will continue the public hearing until February 17, 2022, at the same time and location.

Mr. Williams made a motion and Mr. Houle seconded to continue the public hearing until February 17, 2022, at 6:30pm at the Chichester Fire Department. **Motion passes.**

Workshop-Policy & Procedures and Regulations

Mrs. Jobin discussed her new position with the Board as Planning Coordinator. She explained that she would be dedicating more time to Planning with the approval of an assistant in the Selectmen's office. She will be working with Matt Monahan from CNHRPC to provide memos for each application made to the Board to ensure the applications are complete enough to go to public hearing.

The Board went through the policy and procedures to discuss any changes that should be made including, timeline of agenda and documents being provided to the Board, and where notices will be posted.

The Board also discussed the importance of attendance of members and coming prepared to meetings. Also, replacing the open position for the open alternate member position. Mrs. Jobin stated that she has two interested parties that she will contact.

They also discussed if notices should still be published in the paper or only on the website with requirements of the RSA. The consensus of the Board was to keep publishing public notices in the paper as well as online.

The Board discussed if procedures had to be also located in the regulations. Mrs. Jobin will reach out to Central NH Regional Planning Commission to get direction on how to move forward.

Another workshop meeting will be scheduled to finalize edits before a meeting is scheduled to adopt them by the Planning Board.

Adjournment- Having no further business, a motion was made by Mr. Williams and seconded by Mr. Jameson to adjourn the meeting at 8:38pm. **Motion passes.**

Respectfully submitted,

Kristy Jobin, Secretary

Chairman, Stanley Brehm

Not approved until signed