

TOWN OF CENTER HARBOR  
PLANNING BOARD  
Hearing  
Tuesday, June 23, 2020

**Due to the COVID-19, this meeting was conducted via Zoom. Participants, which included the public, could join in the meeting through video web or by telephone. All documents pertaining to this meeting were sent electronically to Board members and the same files were posted on the Website under the meeting announcement on the PB Calendar for public access.**

The Chairman called the meeting to order at 6:00 P.M. Mr. Hanson announced that the meeting was being recorded and provided the protocol of the meeting (that document is contained in this set of minutes). Mr. Hanson asked Bill Ricciardi to do the Roll Call of the PB Members/Alternate Members.

**Roll Call: Chairman, Charles Hanson, in attendance with no one else in the room  
Secretary, Bill Ricciardi, in attendance with no one else in the room  
Selectmen’s Rep, Harry Viens, in attendance with no one in the room  
Member, Kelli Kemery, clerk Pro Tem in attendance with no one else in the room  
Member, Mark Hildebrand, in attendance with no one else in the room**

**Not in attendance: Vice Chairman Peter Loudon, Member David Reilly, Alternate Member Rachel Xavier**

**Due to our clerk having to recuse herself, Kelli Kemery has been appointed clerk Pro Tem for this matter.**

**All votes will be by Roll Call. Voting members are: Charles Hanson, Harry Viens, Bill Ricciardi, Kelli Kemery, and Mark Hildebrand**

**I. MINUTES:**

Mark Hildebrand motioned to approve the Minutes of May 19, 2020. Seconded by Bill Ricciardi. Derek Kline, son of the applicant Duke Kline, said that they had reviewed the Minutes and on the bottom of Page 1, it says that, “Ken Ballance, the Code Enforcement Officer, said that he thinks this idea may have come from him through the town.” Mr. Kline said that he thinks that this is inaccurate from what Ken represented to us at the last meeting when he said that it did come through him. Mr. Kline is asking the Board to possibly change that, “may” to will or it did come through the town, the idea did come through the town. Mr. Kline said that there is no question that Ken did call both parties and kind of propose the idea. Mr. Hanson said that he thought that was consistent with what Ken said. Mr. Hanson asked if any other Board members had an issue with that, just to clarify it a bit more. Mr. Hanson said that as he recalled Ken did say pretty much point blank that he had mentioned this as an approach. Mr. Ricciardi said that he remembered that also. Mr. Hanson asked that the bottom of Page 1 be changed to, Ken Ballance, the Code Enforcement Officer, said that

this idea came from him. Mark Hildebrand motioned to approve the amended minutes. This was seconded by Bill Ricciardi. There were no more comments. Roll call vote: Mr. Hanson-Aye, Mr. Viens-Aye, Mr. Ricciardi-Aye, Ms. Kemery-Aye, Mr. Hildebrand-Aye. The vote was unanimously in favor.

**II. HEARING – AMENDMENT TO SUBDIVISION AND BOUNDARY LINE ADJUSTMENT BETWEEN EDWIN KLINE JR. TAX MAP 212 LOT 32 AND J. CONOR AND AMANDA HAYES TAX MAP 212 LOT 30 CASE 2020-05 CONTINUED.**

Mr. Hanson reported that he received a call today from Carl Johnson. They have a plan, but they still have some final details to work out. Mr. Johnson asked the Board to continued this hearing to the Board’s next meeting. Mr. Hanson told Mr. Johnson that was fine. Mr. Hanson wanted to confirm this with the Planning Board members. Mr. Hildebrand asked when the next scheduled meeting was. Mr. Hanson said that the next scheduled meeting would be the first Tuesday in July, which is July 7<sup>th</sup>. Mr. Hanson said that he knew we were getting into Summer and they needed to make sure to have enough members for a quorum. Each of the Board members present said that would work for them. Mr. Hanson continued this hearing to July 7<sup>th</sup>, 2020 at 6:00 P.M. and it will be noticed. Mr. Hanson then said that Mr. Johnson is sending the Board the plan, hopefully soon; well ahead of the next meeting. Mr. Hanson said for the Klines purpose, he will be working with Mr. Viens and he thought they would be using the current engineer that they are using to do the road work in town to be the reviewer. They would see what the estimated cost would be so that the Klines would be given a fast and hard number to know what to expect. This will happen sooner than later. Mr. Hanson asked if there were any other questions about this hearing. There were no questions.

**III. OTHER BUSINESS:**

Mr. Hanson asked if there was any other business to come before the Board this evening. Mr. Ricciardi asked if there were any permits. Mr. Hanson said that there might be some and he will check with the regular clerk and make sure that the permits get sent to the Board.

Mr. Hanson asked if there were and questions from the public. There were none.

**IV. ADJOURNMENT:**

Mr. Hanson adjourned the meeting at 6:10 P.M. The next meeting will be on July 7, 2020 at 6:00 P.M. for the continued hearing via Zoom.

Respectfully submitted by,

## A Checklist To Ensure Meetings Are Compliant With The Right-to-Know Law During The State Of Emergency

As Chair of the Center Harbor Planning Board I find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming that we are:

*a) Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means:*

We are utilizing the ZOOM platform for this electronic meeting.<sup>1</sup> All members of the Board have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone (See website for call in and password) or by clicking on the following website address: [www.centerharbornh.org/planning-board](http://www.centerharbornh.org/planning-board)

*b) Providing public notice of the necessary information for accessing the meeting:*

We previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting using Zoom or telephonically. Instructions have also been provided on the website of the Center Harbor Planning Board at: [www.centerharbornh.org/planning-board](http://www.centerharbornh.org/planning-board)

*c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access:*

If anybody has a problem, please call 603-481-1485

*d) Adjourning the meeting if the public is unable to access the meeting:*

In the event the public is unable to access the meeting, the meeting will be adjourned and rescheduled.

Please note that all votes that are taken during this meeting shall be done by roll call vote.

Let's start the meeting by taking a roll call attendance. When each member states their presence, please also state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.

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<sup>1</sup> Many public bodies are utilizing video teleconferencing technology, such as Zoom, to ensure the electronic meeting comply with the Right-to-Know law and any applicable due process requirements. In certain circumstances, a regular business meeting of a public body may be conducted utilizing audio-only technology. If you have any questions about the appropriateness of the technology utilized to conduct your meeting, please consult your agency counsel or the Attorney General's Office.