

Town of Canterbury
Selectman's Meeting
December 7, 2020

Selectmen present: Cheryl Gordon
Art Hudson,
Robert Steenson joined by phone

Town Administrator: Ken Folsom

Cheryl opened the meeting at 5 pm.

1. Administrative

The Board signed: A/P Manifest (School and County); the Interfund Transfer; the P/R Manifest; the Forest Fire Warden Appointment Slip; the Contract for Sanders Searches LLC; the Letter to the BH Holdings, ref. a parcel of land on Intervale Road; then moved to the Intents to Cut: for Morrill Road, Abbott Road and Sawyers Ferry Town Forest.

Kelly Short (Conservation Commission) came on the line to discuss the Sawyers Ferry cut. The harvest would impact the abutter and road, she said, so how much inconvenience would they be causing him? Bob Steenson said that Google Maps don't show class 6 roads anymore, so they have to put an overlay on the map. A right of way exists between the Williams and Ostroth's . Bob said all of the class 6 discontinued roads are still Town roads and any landowner contesting that has to prove it. From the overhead photos Mr. Williams's driveway and old Sawyers Ferry occupy the same space. There was some accommodation that could be made. Bob said the roadway right of way was bigger than his driveway. The only question someone could ask would be about accessing that parcel from Battis Crossing Road, was that possible?

Ken said that when Tom Osmer came in and talked about where the cut would be it looked as if it would be to the west of that property. There is a drop off or a hill. Bob said you cannot see that from aerial view. He added he would not want to impact the forest harvest.

Kelly said that she was multitasking and would try to get Ron on the line.

Bob commented that if there were no other questions Sawyers Ferry was still a Town road. Cheryl and Art agreed. They would need to talk to Mr. Williams and let him know it was still a class 6 road. Bob said he had read back down the emails and Ron had discussed it with Mr. Williams when they talked with neighbors.

Kelly had texted Ron. Kelly asked who should talk to Mr. Williams. Bob said he could. Ken was happy to do that. Bob said if they don't get Ron on tonight it would be good to talk to him first before they talk to Mr. Williams. When Mr. Williams had talked to the

Conservation Commission, he had raised concerns about ATVs and bikes. Ken said one problem was that area had been used as a dumping ground for household items. Police action had been required in the past. Ken said he would check with the Canterbury PD to see what they had experienced down there.

Kelly found the email from Ron, where she said Mr. Williams had told him they could move the entrance from his driveway. Bob said the other question for Ron would be, does the road need any upgrades to bring logs over it in trucks? They would give permission because it was the Conservation Commission harvest.

Ken said he would give Ron a call and get the ball rolling.

Kelly came back on the line. She had talked to Ron. When the problem had arisen, he had spoken to the abutters and there were 2 trees that were an issue. If he took them down, he would be able to access without using the William's driveway at all. The other neighbors were fine with that. Ron had mentioned some urgency because of the season. If Mr. Williams wants to fight with lawyers, there is the option to use access near the power lines, not Battis Crossing Road. Ron had said he would prefer to stick to the right of way.

Bob said the Town should establish the precedent that the road could be used. Art said if it would work just cutting down the 2 trees, it should be alright. Kelly agreed she would send Ken details. Ken said he would call Mr. Williams first thing Wednesday morning. Kelly asked if he would let her and Ron know the outcome. Bob said they had already given their ok and there was no reason to delay. Kelly asked if they could start tomorrow. Bob replied that no, they should talk to Mr. Williams first. They could start as of Thursday. Kelly said that Ron should connect with Ken. Kelly left the call.

2. Approval of Minutes

The Board reviewed the Minutes of November 16, 2020. Art made a motion to approve the minutes as amended. Bob seconded, all in favor by roll call, motion carried.

3. Appointments

5:30 pm Recreation Committee:

Megan O'Brien and Randi Johnston were on the phone line.

Ken introduced the budget request sent in by the Recreational Committee. Bob thought questions were more about the operational side, not the financial side. If they wanted to purchase things it would be good to understand how they would handle and store those things.

Megan responded there was a shed at the school and equipment was stored there. She stored soccer paint at her house out of the cold. There was no basketball program yet so there was not a lot of equipment really. All the Halloween stuff was stored at a town building. Randi clarified it was in the basement of the Town Hall.

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6:00 pm: Mr. Wolfe, resident, with representatives Attorney Peter Imse, of Sulloway and Hollis PLLC, and Engineer JoAnn Fryer of Fuss and O'Neill, Inc.

Ken reminded everyone they were recording the meeting as well as having minutes taken.

Peter Imse said they just wanted to bring them up to speed and include JoAnn's firm's new plans to change the road round the rotary. They hope that the Town of Canterbury can be positively impressed and endorse their plans so they can take them to Concord. JoAnn has been trying to protect the interests of Mr. Wolfe and other taxpayers in Canterbury.

JoAnn said they had looked at the original roundabout drawings proposed by Concord. It had been very close to the storm water base. Because of how the right of way is laid out, the edge of Old Boyce Road was closer to Mr. Wolfe's property, and it was hard to put in an appropriate left turn into that property. If there were a lot of vehicles coming up Boyce Road it could cause stacking into the intersection. They looked at alternatives available. She handed out a zoom out and zoom in version. They proposed that if you were traveling the roundabout, heading from Old Boyce Road, they would put in a stop bar on Old Boyce Road so people could either stop or turn. It was unusual but it was the scenario they proposed to make drivers stop, look and then proceed forward from Old Boyce Road. She said it was sent to the City engineer too and they would share with DOT and the State. These plans change the configuration of public streets in Concord and also for some Canterbury taxpayers.

JoAnn asked for comments and questions. Bob asked given that the project was declared 'regional impact', were they going to the Planning Board? He was happy to endorse the plan if the Planning Board was happy with it. JoAnn said they were before the Planning Board tomorrow night. Art said he had no problem with what is laid out. Bob then asked how unusual a stop bar was on a roundabout. JoAnn said it depended on the traffic volumes and flows. Sometimes you find 'all way' stops. There is one situation in Goffstown that has a roundabout near a Market Basket with a significant volume. It is about making sure there is free access out of the roundabout. And making sure the larger roads like Route 4 will still flow. A stop bar is a stop sign, she clarified.

No selectman had any problem with these plans. Bob said it was in the Town's interest to preserve the commercial access in that Commercial district. He asked who has the final say. JoAnn said both the City of Concord and the DOT have to agree as it is DOT right of way. Art asked if it was a big change. JoAnn said the island was slightly different with the stop bar added but it was almost identical to the original plans.

4. **New Business**

The new business was started before Mr. Wolfe came.

a) Accept Cares Act Funds: Ken said they had to vote on this to accept the federal funds. Once they get a number dialed in, they can accept it. Bob asked if the federal program had been finalized. Ken said there are no strings attached, it is grant money and does not have to be paid back. The Town has not participated in any loan programs.

b) Communication from NHSPF who are looking at a piece of property regarding solid waste along the Northfield Road and Intervale which is in the Dole Family Revocable Trust. It is Map 218 lot 1. Historically there is no knowledge in the Town office of any solid waste. Bob said it was a standard question for any Environmental Site Assessment. Art asked if they were obligated to look into it. Bob said they were not obligated to investigate. Bob suggested answering that there were no questions or problems known and preface it 'to the best of our knowledge' in Ken's answer. Bob said pencil that in on the form and initial it. Ken wrote that in and then handed to Cheryl and Art to sign.

c) Merrimack County proposed budget had been received and Ken said it was quite a package. They were welcome to come by to see it. It talked about the budget reduction in property taxes. They had dipped into their fund balance. Bob asked if it had been sent digitally. No, Ken had received it as a paper copy not in digital form.

d) 26 Lamprey Road, correspondence between the former owner and current owner. Ken is keeping a file on it. It looks as if property has been returned, and a new lock installed. Ken said they would look at it.

e) Correspondence from Sherwood Forest residents about travel trailers. Mandy and Joel are conducting site visits as they can. Bob said they should revisit the issue of travel trailers after the first of the year. There are clearly different points of view.

f) Class 6 Road Inspection Report was received from the road agent. Ken said there was nothing that was actionable at this point. Ken asked if he had emailed it to them. Bob asked for him to do that.

g) Penacook Rescue Monthly reports. Ken will email those to the BOS too.

Art mentioned that Bob Scarponi had offered to design the Town Report around the pandemic theme. Cheryl said she did not have a problem. Bob said that he had no issues with Bob working on the design for the Town Report - it is topical. Art will ask Bob to keep them informed. Cheryl said it was a bit of history that people should know about in 50 years to come.

5. Old Business

a) Request to purchase from Map 102, lot 111 and 109. \$5000 had been offered for both lots and now \$6250 was being offered. Art had asked for \$7500. The difference had been split. Bob said counter with \$7000. Ken said that he thought the seller was not in the bartering mode. Bob said that they were doing their work for the Town. It was the normal negotiation process. If the seller stands on his offer Ken can bring that back to the BOS.

b) Review Action Item List: Outstanding things for the Selectmen are: Review IT Policy, Letter to State and Federal Representatives re Broadband Expansion funds, Letter to Concord re request for financial assistance with Rt. 4 rotary. We have received one estimate (\$21,900) for Library Roof, responses from Comcast and Consolidated for RFI for Broadband expansion, need to develop RFP.

Estimated Revenues are done. The only question is what the State will have with Meals and Rooms and Highway Block money. The NHMA provided an article with the projections for state revenue that shows the projected Meals and Rooms revenues will be reduced between 19-24% and that Highway revenues will be reduced 4-6%.

There were a few other items that were being worked on. There was a draft on campgrounds with a check list. Ken had a draft but not sent it. The process would involve ZBA, then Planning Board and town department heads, the Building Inspector and Fire Department, and to meet certain requirements for the site plans. They had also received a checklist from the Planning Board. It has to be squared away soon to be on the Town Warrant.

c) Campgrounds: Cheryl said she had one thing to raise, the issue of horse trails on campgrounds which could lead to horses on people's property.

A couple of neighbors did not want people traipsing over their land with horses. The campground proposal was going to affect their property, but they were not abutters. This is an overall question, about people in the past cutting trails and now all of a sudden there is the opportunity for a campground, and it will allow horse people to go riding.

Ken said you can post the property for unwanted activities. The hearing process is to allow for this, and hearings were posted on the Town website. Bob said it could be a change to the Zoning ordinance to call a neighborhood meeting. You could extend the

notice for a meeting like that, for any special use permits. There is not provision in NH law to notify anyone who is not an abutter. It makes sense for anyone proposing a new use to do that, but you are not required to do it. People who don't like the use can go to the hearings and speak against it as abutters can. If they are concerned about traffic on their land, they can post it.

Art and Cheryl still wondered about historical use? Ken said it had to be continuous use for a number of years and if there is a break then the clock starts again. They had to give someone a certain number of years for use of fields. Bob said he did not know about this but there is a similar issue on Foster Road where the Sno-Shakers's trail had been closed by a new neighbor. You have to research the history of the right of way. Was it just from individual landowners? There are squatters' rights. The resident would have to research it with a land use attorney. It would be useful for the Town to know the answer however, and useful for the Planning Board to know the answer. Cheryl said in the Borough there were a lot of new owners who were ok with some folks going through but some did not want horses coming through on trails. Some residents want to know what to do about access. Bob said it might be helpful to have an opinion for the Town about how this worked.

Bob commented he did not know what the long-term effect of all this campground stuff would be. Looking at the proposed Planning Board list it seems thorough, but it does not address certain things, like the little house Chance built. Also, they might have to question the ratio that Planning Board is selecting. He does not know how to evaluate that. Art said it would be a good idea to get an opinion about the historical rights and Ken said he would contact NHMA legal for an opinion.

Bob raised another issue in the ordinance where the definition says mobile homes and accessory homes are prohibited, in line 32 of the Planning Board ordinance. He was not sure about that. But it was a good idea to get an ordinance on the books. Bob added he was concerned with their approach to Zoning where special exceptions are limited to Agricultural and Rural districts because people could apply for a special exception in any district. Ken said that is what the current Table of Uses says, campgrounds are only allowed in those two zones.

Bob also mentioned the issue of no-off highway recreational vehicles. Was that in the Zoning as well as the Planning Board checklist? Surely everything needs a basis in the Zoning before it appears in the Planning Board documents. You cannot make up your own rules as you go.

Bob then wondered about the size and nature of the properties involved. And what about disabled people? He appreciated the Planning Board work, but he had more questions than answers. Bob then asked if you have private property you can use any recreational vehicle you want so what is the thinking behind saying you cannot use it?

Cheryl said the checklist was to be discussed at 7 tomorrow at the Planning Board. Bob said he would call in or listen. He noted that many of Canterbury roads are

unpaved and do not have restrictions on them currently. He said he would make some notes and look at it.

Cheryl said that one application coming up in January went across Old Tilton Road, where it was dirt, and then onto Borough Rd., a paved road, with a dangerous intersection. Cheryl asked how should the Town manage signage for these or would be it be up to the property owner to control the traffic if there were blind spots? Her concern was about speed of traffic. Bob said in general traffic safety was a Town issue. You could require an applicant to make postings for traffic as part of site plan approval, but it would generally be the Town who would do that.

Bob added he had talked to Joe Halla and he had been concerned about the sequencing. Joe had wanted all his people wanting special exceptions to have had their inspections done first. But Bob said they had to get their use approved before they were inspected, so get Zoning first then your site plan approval then you build it and then you inspect it. Ken agreed that the Building Inspector does not go to inspect before a permit is requested. Bob said the Town has seen applications become out of order because people had gone ahead and were out of order in their processes.

d) Ken had some more Old Business.

There was the question about lease payments coming from the Capital Reserve Funds which was allowed in the RSA. They can be used for multiple reasons. Ken read from the RSA. Bob said it still left open some question about making further payments from the Reserve to disperse funds. The language suggests you have to go to Town Meeting to get a vote to use the funds He asked if they needed a two thirds majority to do a police car on lease. If it was for a Fire Truck, they would have to go to 2/3 vote. Bob suggested if they did a capital cost reduction and did a lease purchase agreement, they might not have to go to Town meeting.

e) Art had met with Comcast to talk about connecting the Meeting House to the internet.

Ken met with them again today about not putting a trench across the parking lot and the guy said it was not a problem.

Ken has looked into making a Zoom account for the Town. It is \$200 p.a. and allows 300 attendees with 6 licenses and that one would probably work well. There is an option of iCloud recording that costs a bit more. Ken said the next package was \$300 per year for 800 attendees but the former one was sufficient. The Library has one costing \$14.95 per month. Ken could sign up for this and they could start to do Zoom BOS meetings next time. This one has an option for voice for those who do not have high speed internet. Bob confirmed that you can call in. Ken asked what to do.

Art asked what for? Cheryl said that the Planning Board wanted a Zoom option for their meetings. Bob commented it was an open question about holding Town meeting that way. Voting would be difficult. But you could use different classrooms in the school.

Bob does zoom for many board meetings and he thought the screen share feature is helpful plus the person running the meeting can bring up materials. The call-in system was good but Zoom with video was better. Cheryl said she was fine with that though there are some older people who don't have the computer skills, and they would like to be heard, by calling in. Bob said yes, you could call in on a phone and add Zoom to it. Art said yes, he could call in. Ken asked again and the BOS asked him to set it up.

Bob pointed out the need for speaker and camera capability. You can trade screens though during the meeting. Ken said the thought was there are cameras that could be mounted on the wall in this Meeting House room, so you could have a few people in here. It has rotate or zoom capability, and you would need a monitor and computer down here in the Meeting House too. There is a spare laptop that could be bought down, and they could purchase a larger screen monitor. They could have all the documents at the Town Office, and he could run it from there, and also have camera and monitor down here. If the Planning Board wanted to do it, at some point they would want a camera and monitor for them.

Bob said yes it needed a monitor and it can be a challenge if there are lots of people on. However, he has seen zooms for the State with several hundreds of people. You can set up the system and mute anyone. It seems like a good idea to Bob. There is no going back though. It will likely be forever. It expands the reach of democracy.

Ken said he would get it set up. Bob strongly suggested some mock meetings to practice.

f) Ken raised the last thing in Old Business. It was about decision making information sharing. Ken had come up with a short procedure that he could send out to all the committees and boards that would mean approvals, denials, restrictions from the various committees would be sent out to the Town Office within 7 days. The Town office would distribute them. Then the commissions and committees had to keep a record in their file. It would put the responsibility of these boards and committees to share these decisions, send to the Town Office and then the Town can send out to everyone else. It would make things easier for all the bodies to share information. Neither Cheryl nor Art had a problem.

Bob suggested that Ken collaborate with the heads of boards first before rolling out and propose it as a collaborative approach to information sharing. Bob said it would need a broad constituency but to circulate it as a work in progress to solicit some feedback. Ken said should it have a date to reply by? Cheryl thought yes. Bob advised not a short date then, to give the committees time, and ask to hear back before the end of the year, or after the first of the New Year.

Art said they could just email the chairs, but Bob said those chairs would want to talk to their boards. So, give them the opportunity to talk as groups. Ken stated he will ask for a response by February 1. Ken commented that at the Town Office they are the catch-all for the town, people call with questions and they don't know what they are talking

about. They try to direct them to the various boards and committees. The BOS were in agreement this was a good idea.

g) Bob had a question for Ken about the software for building inspection. Did that include things to help with campgrounds? Ken said he had sat through a presentation with Avitar 3 years ago and he had a description of it in the office. He would make a note and check. Bob said they were opening permitting, annual permitting, not having done that before. They would need a mechanism for re-inspecting sites in the future.

h) Ken said that was all he had. Bob said he wanted more conversation with the Road Agent about the Morrill Road Bridge. What is the car count? Why do we need 20- foot travel width and what does it do to the price rather than 24 foot? There is some question about the sides of the culverts.

Art had nothing else to bring up. Art moved that they adjourn. Bob seconded - all in favor.

Respectfully submitted,

Lois Scribner (secretary standing in for Jan Stout)

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Peter Imse said they just wanted to bring them up to speed and include JoAnn's firm's new plans to change the road round the rotary. They hope that the Town of Canterbury can be positively impressed and endorse their plans so they can take them to Concord. JoAnn has been trying to protect the interests of Mr. Wolfe and other taxpayers in Canterbury.

JoAnn said they had looked at the original roundabout drawings proposed by Concord. It had been very close to the storm water base. Because of how the right of way is laid out, the edge of Old Boyce Road was closer to Mr. Wolfe's property, and it was hard to put in an appropriate left turn into that property. If there were a lot of vehicles coming up Boyce Road it could cause stacking into the intersection. They looked at alternatives available. She handed out a zoom out and zoom in version. They proposed that if you were traveling the roundabout, heading from Old Boyce Road, they would put in a stop bar on Old Boyce Road so people could either stop or turn. It was unusual but it was the scenario they proposed to make drivers stop, look and then proceed forward from Old Boyce Road. She said it was sent to the City engineer too and they would share with DOT and the State. These plans change the configuration of public streets in Concord and also for some Canterbury taxpayers.

JoAnn asked for comments and questions. Bob asked given that the project was declared 'regional impact', were they going to the Planning Board? He was happy to endorse the plan if the Planning Board was happy with it. JoAnn said they were before the Planning Board tomorrow night. Art said he had no problem with what is laid out. Bob then asked how unusual a stop bar was on a roundabout. JoAnn said it depended on the traffic volumes and flows. Sometimes you find 'all way' stops. There is one situation in Goffstown that has a roundabout near a Market Basket with a significant volume. It is about making sure there is free access out of the roundabout. And making sure the larger roads like Route 4 will still flow. A stop bar is a stop sign, she clarified.

No selectman had any problem with these plans. Bob said it was in the Town's interest to preserve the commercial access in that Commercial district. He asked who has the final say. JoAnn said both the City of Concord and the DOT have to agree as it is DOT right of way. Art asked if it was a big change. JoAnn said the island was slightly different with the stop bar added but it was almost identical to the original plans.

4. **New Business**

The new business was started before Mr. Wolfe came.

a) Accept Cares Act Funds: Ken said they had to vote on this to accept the federal funds. Once they get a number dialed in, they can accept it. Bob asked if the federal program had been finalized. Ken said there are no strings attached, it is grant money and does not have to be paid back. The Town has not participated in any loan programs.

b) Communication from NHSPF who are looking at a piece of property regarding solid waste along the Northfield Road and Intervale which is in the Dole Family Revocable Trust. It is Map 218 lot 1. Historically there is no knowledge in the Town office of any solid waste. Bob said it was a standard question for any Environmental Site Assessment. Art asked if they were obligated to look into it. Bob said they were not obligated to investigate. Bob suggested answering that there were no questions or problems known and preface it 'to the best of our knowledge' in Ken's answer. Bob said pencil that in on the form and initial it. Ken wrote that in and then handed to Cheryl and Art to sign.

c) Merrimack County proposed budget had been received and Ken said it was quite a package. They were welcome to come by to see it. It talked about the budget reduction in property taxes. They had dipped into their fund balance. Bob asked if it had been sent digitally. No, Ken had received it as a paper copy not in digital form.

d) 26 Lamprey Road, correspondence between the former owner and current owner. Ken is keeping a file on it. It looks as if property has been returned, and a new lock installed. Ken said they would look at it.

e) Correspondence from Sherwood Forest residents about travel trailers. Mandy and Joel are conducting site visits as they can. Bob said they should revisit the issue of travel trailers after the first of the year. There are clearly different points of view.

f) Class 6 Road Inspection Report was received from the road agent. Ken said there was nothing that was actionable at this point. Ken asked if he had emailed it to them. Bob asked for him to do that.

g) Penacook Rescue Monthly reports. Ken will email those to the BOS too.

Art mentioned that Bob Scarponi had offered to design the Town Report around the pandemic theme. Cheryl said she did not have a problem. Bob said that he had no issues with Bob working on the design for the Town Report - it is topical. Art will ask Bob to keep them informed. Cheryl said it was a bit of history that people should know about in 50 years to come.

5. Old Business

a) Request to purchase from Map 102, lot 111 and 109. \$5000 had been offered for both lots and now \$6250 was being offered. Art had asked for \$7500. The difference had been split. Bob said counter with \$7000. Ken said that he thought the seller was not in the bartering mode. Bob said that they were doing their work for the Town. It was the normal negotiation process. If the seller stands on his offer Ken can bring that back to the BOS.

b) Review Action Item List: Outstanding things for the Selectmen are: Review IT Policy, Letter to State and Federal Representatives re Broadband Expansion funds, Letter to Concord re request for financial assistance with Rt. 4 rotary. We have received one estimate (\$21,900) for Library Roof, responses from Comcast and Consolidated for RFI for Broadband expansion, need to develop RFP.

Estimated Revenues are done. The only question is what the State will have with Meals and Rooms and Highway Block money. The NHMA provided an article with the projections for state revenue that shows the projected Meals and Rooms revenues will be reduced between 19-24% and that Highway revenues will be reduced 4-6%.

There were a few other items that were being worked on. There was a draft on campgrounds with a check list. Ken had a draft but not sent it. The process would involve ZBA, then Planning Board and town department heads, the Building Inspector and Fire Department, and to meet certain requirements for the site plans. They had also received a checklist from the Planning Board. It has to be squared away soon to be on the Town Warrant.

c) Campgrounds: Cheryl said she had one thing to raise, the issue of horse trails on campgrounds which could lead to horses on people's property.

A couple of neighbors did not want people traipsing over their land with horses. The campground proposal was going to affect their property, but they were not abutters. This is an overall question, about people in the past cutting trails and now all of a sudden there is the opportunity for a campground, and it will allow horse people to go riding.

Ken said you can post the property for unwanted activities. The hearing process is to allow for this, and hearings were posted on the Town website. Bob said it could be a change to the Zoning ordinance to call a neighborhood meeting. You could extend the

notice for a meeting like that, for any special use permits. There is not provision in NH law to notify anyone who is not an abutter. It makes sense for anyone proposing a new use to do that, but you are not required to do it. People who don't like the use can go to the hearings and speak against it as abutters can. If they are concerned about traffic on their land, they can post it.

Art and Cheryl still wondered about historical use? Ken said it had to be continuous use for a number of years and if there is a break then the clock starts again. They had to give someone a certain number of years for use of fields. Bob said he did not know about this but there is a similar issue on Foster Road where the Sno-Shakers's trail had been closed by a new neighbor. You have to research the history of the right of way. Was it just from individual landowners? There are squatters' rights. The resident would have to research it with a land use attorney. It would be useful for the Town to know the answer however, and useful for the Planning Board to know the answer. Cheryl said in the Borough there were a lot of new owners who were ok with some folks going through but some did not want horses coming through on trails. Some residents want to know what to do about access. Bob said it might be helpful to have an opinion for the Town about how this worked.

Bob commented he did not know what the long-term effect of all this campground stuff would be. Looking at the proposed Planning Board list it seems thorough, but it does not address certain things, like the little house Chance built. Also, they might have to question the ratio that Planning Board is selecting. He does not know how to evaluate that. Art said it would be a good idea to get an opinion about the historical rights and Ken said he would contact NHMA legal for an opinion.

Bob raised another issue in the ordinance where the definition says mobile homes and accessory homes are prohibited, in line 32 of the Planning Board ordinance. He was not sure about that. But it was a good idea to get an ordinance on the books. Bob added he was concerned with their approach to Zoning where special exceptions are limited to Agricultural and Rural districts because people could apply for a special exception in any district. Ken said that is what the current Table of Uses says, campgrounds are only allowed in those two zones.

Bob also mentioned the issue of no-off highway recreational vehicles. Was that in the Zoning as well as the Planning Board checklist? Surely everything needs a basis in the Zoning before it appears in the Planning Board documents. You cannot make up your own rules as you go.

Bob then wondered about the size and nature of the properties involved. And what about disabled people? He appreciated the Planning Board work, but he had more questions than answers. Bob then asked if you have private property you can use any recreational vehicle you want so what is the thinking behind saying you cannot use it?

Cheryl said the checklist was to be discussed at 7 tomorrow at the Planning Board. Bob said he would call in or listen. He noted that many of Canterbury roads are

unpaved and do not have restrictions on them currently. He said he would make some notes and look at it.

Cheryl said that one application coming up in January went across Old Tilton Road, where it was dirt, and then onto Borough Rd., a paved road, with a dangerous intersection. Cheryl asked how should the Town manage signage for these or would be it be up to the property owner to control the traffic if there were blind spots? Her concern was about speed of traffic. Bob said in general traffic safety was a Town issue. You could require an applicant to make postings for traffic as part of site plan approval, but it would generally be the Town who would do that.

Bob added he had talked to Joe Halla and he had been concerned about the sequencing. Joe had wanted all his people wanting special exceptions to have had their inspections done first. But Bob said they had to get their use approved before they were inspected, so get Zoning first then your site plan approval then you build it and then you inspect it. Ken agreed that the Building Inspector does not go to inspect before a permit is requested. Bob said the Town has seen applications become out of order because people had gone ahead and were out of order in their processes.

d) Ken had some more Old Business.

There was the question about lease payments coming from the Capital Reserve Funds which was allowed in the RSA. They can be used for multiple reasons. Ken read from the RSA. Bob said it still left open some question about making further payments from the Reserve to disperse funds. The language suggests you have to go to Town Meeting to get a vote to use the funds He asked if they needed a two thirds majority to do a police car on lease. If it was for a Fire Truck, they would have to go to 2/3 vote. Bob suggested if they did a capital cost reduction and did a lease purchase agreement, they might not have to go to Town meeting.

e) Art had met with Comcast to talk about connecting the Meeting House to the internet.

Ken met with them again today about not putting a trench across the parking lot and the guy said it was not a problem.

Ken has looked into making a Zoom account for the Town. It is \$200 p.a. and allows 300 attendees with 6 licenses and that one would probably work well. There is an option of iCloud recording that costs a bit more. Ken said the next package was \$300 per year for 800 attendees but the former one was sufficient. The Library has one costing \$14.95 per month. Ken could sign up for this and they could start to do Zoom BOS meetings next time. This one has an option for voice for those who do not have high speed internet. Bob confirmed that you can call in. Ken asked what to do.

Art asked what for? Cheryl said that the Planning Board wanted a Zoom option for their meetings. Bob commented it was an open question about holding Town meeting that way. Voting would be difficult. But you could use different classrooms in the school.

Bob does zoom for many board meetings and he thought the screen share feature is helpful plus the person running the meeting can bring up materials. The call-in system was good but Zoom with video was better. Cheryl said she was fine with that though there are some older people who don't have the computer skills, and they would like to be heard, by calling in. Bob said yes, you could call in on a phone and add Zoom to it. Art said yes, he could call in. Ken asked again and the BOS asked him to set it up.

Bob pointed out the need for speaker and camera capability. You can trade screens though during the meeting. Ken said the thought was there are cameras that could be mounted on the wall in this Meeting House room, so you could have a few people in here. It has rotate or zoom capability, and you would need a monitor and computer down here in the Meeting House too. There is a spare laptop that could be bought down, and they could purchase a larger screen monitor. They could have all the documents at the Town Office, and he could run it from there, and also have camera and monitor down here. If the Planning Board wanted to do it, at some point they would want a camera and monitor for them.

Bob said yes it needed a monitor and it can be a challenge if there are lots of people on. However, he has seen zooms for the State with several hundreds of people. You can set up the system and mute anyone. It seems like a good idea to Bob. There is no going back though. It will likely be forever. It expands the reach of democracy.

Ken said he would get it set up. Bob strongly suggested some mock meetings to practice.

f) Ken raised the last thing in Old Business. It was about decision making information sharing. Ken had come up with a short procedure that he could send out to all the committees and boards that would mean approvals, denials, restrictions from the various committees would be sent out to the Town Office within 7 days. The Town office would distribute them. Then the commissions and committees had to keep a record in their file. It would put the responsibility of these boards and committees to share these decisions, send to the Town Office and then the Town can send out to everyone else. It would make things easier for all the bodies to share information. Neither Cheryl nor Art had a problem.

Bob suggested that Ken collaborate with the heads of boards first before rolling out and propose it as a collaborative approach to information sharing. Bob said it would need a broad constituency but to circulate it as a work in progress to solicit some feedback. Ken said should it have a date to reply by? Cheryl thought yes. Bob advised not a short date then, to give the committees time, and ask to hear back before the end of the year, or after the first of the New Year.

Art said they could just email the chairs, but Bob said those chairs would want to talk to their boards. So, give them the opportunity to talk as groups. Ken stated he will ask for a response by February 1. Ken commented that at the Town Office they are the catch-all for the town, people call with questions and they don't know what they are talking

about. They try to direct them to the various boards and committees. The BOS were in agreement this was a good idea.

g) Bob had a question for Ken about the software for building inspection. Did that include things to help with campgrounds? Ken said he had sat through a presentation with Avitar 3 years ago and he had a description of it in the office. He would make a note and check. Bob said they were opening permitting, annual permitting, not having done that before. They would need a mechanism for re-inspecting sites in the future.

h) Ken said that was all he had. Bob said he wanted more conversation with the Road Agent about the Morrill Road Bridge. What is the car count? Why do we need 20- foot travel width and what does it do to the price rather than 24 foot? There is some question about the sides of the culverts.

Art had nothing else to bring up. Art moved that they adjourn. Bob seconded - all in favor.

Respectfully submitted,

Lois Scribner (secretary standing in for Jan Stout)