



**Town of Troy  
Planning Board Meeting Minutes  
Wednesday July 3, 2024**

**Members Present:**

**Kyle Smith (Chairman), Henry Underwood (Vice Chairman), Jack Gettens (Secretary), Matthew Meacham, Curtis Hopkins (Select Board Representative).**

**Members Absent:**

**Michael Leclerc, Andrea Thackston (Planning Board Alternate).**

**Planning Board Consultant:**

**Carol Ogilvie (Via Zoom).**

**Planning Board Clerk:**

**Elizabeth Watson**

1 **Call to Order**

2 Chairman Smith called the meeting to order at 7:01 p.m.

3 **New Business**

4 There was a discussion about which Town Board is the starting point for projects that will  
5 require a building permit, site plan or zoning variance. Mr. Hopkins indicated that the starting  
6 point is the Select Board with the building permit application. After the building permit  
7 application is received, the Select Board will determine the next step in the process (e.g.,  
8 decision of building permit or referral to Planning Board or Zoning Board of Adjustment). Mr.  
9 Smith indicated that the process Mr. Hopkins described is not specified in Town ordinances and  
10 suggested that the Select Board and Planning Board meet to further define the process.

11 **MOTION** to amend the June 5, 2024 draft minutes, changing ‘ordinance’ to ‘variance’ on line  
12 42 and adding ‘Respectfully Submitted By, Jack Gettens Planning Board Secretary’ at the end of  
13 the minutes and to approve the minutes as amended, by Mr. Gettens. **SECOND** by Mr.  
14 Meacham. Selectman Hopkins abstained, and all other members voted in favor.

15 **MOTION** to amend the June 26, 2024 draft minutes, adding ‘p.m.’ to line 2, changing ‘pilot’ on  
16 line 97 to ‘Payment In Lieu of Taxes (PILOT)’, changing all other instances of ‘pilot’ to  
17 ‘PILOT’, changing ‘proper design’ to ‘proper solar system design’ on line 184, and adding  
18 ‘Respectfully Submitted By, Jack Gettens Planning Board Secretary’ at the end of the minutes,  
19 and to approve the minutes as amended, by Mr. Gettens. **SECOND** by Mr. Meacham.  
20 Selectman Hopkins abstained, and all other members voted in favor.

21 Chairman Smith will send a letter to the Fire Chief, Police Chief, and Road Agent informing  
22 them of the three Site Plan applications for the solar projects. Chairman Smith will send a letter

23 to the Select Board informing them of the Solar projects possible Payment in Lieu of Taxes  
24 (PILOT) option.

25 **Correspondence**

26 A Southwest Regional Planning Commission (SWRPC) Letter including Commission Highlights  
27 was received. Mr. Underwood described the SWRPC Brownfield Assessment item as a source of  
28 funding to bring in environmental consultants and other experts to assess what can be done to  
29 support property reuse. No action planned at this time.

30 **Old Business**

31 Mr. Gettens indicated that there were some responses to the Master Plan Survey that identified  
32 individuals directly and where the responses could adversely impact individuals' reputations if  
33 they were included, as-is, in the Master Survey Report.

34 7:44 p.m. **MOTION** to enter into non-public session under RSA 91-A:3, II ( c )  
35 Matters which, if discussed in public, would likely adversely affect the reputation of any.  
36 person, other than a member of the public body itself, unless such person requests an open  
37 meeting, by Mr. Gettens. **SECOND** Mr. Underwood . **Roll Call**. Mr. Underwood (Yes), Mr.  
38 Meacham (Yes), Mr. Hopkins (Yes), Mr. Gettens (Yes) and Mr. Smith (Yes).

39 7:55 p.m. Discussion of the Master Plan Survey Report and its dissemination. The Survey Report  
40 will be posted on the Town of Troy website and copies will be available at the Town Hall and at  
41 the Gay-Kimball Library. A letter will be sent from the Planning Board to Town Boards,  
42 Committees, and Commissions to inform them of the Survey Report.

43 **MOTION** to approve the Master Plan Survey Report, to send a letter to the Town Boards, and to  
44 release the report to the public, Chairman Smith. **SECOND**, Mr. Meacham. Motion passed, all  
45 voted in favor.

46 There was a discussion of the SWRPC Commissioner nominations. The Select Board approved  
47 Mr. Sawyer's nomination. Mr. Hopkins will request that the Select Board inform the SWRPC of  
48 Mr. Sawyer's appointment. The Select Board did not act on the Planning Board's nomination of  
49 Lisa Steadman.

50 Open Planning Board positions (vacant and alternate) were discussed. The Planning Board will  
51 act on these positions at the July 17, 2024 meeting. Ms. Steadman and Mr. Whooley have  
52 expressed interest, and they will be invited to the meeting.

53 **Selectman's Update**

54 The Board of Selectmen's meeting on July 4, 2024 is canceled due to Independence Day.

55 The family celebration will be July 13<sup>th</sup>, from noon to dark with fireworks, vendors, food for sale  
56 by the Recreation Committee, bounce house, a softball mini tournament, and live bands.  
57 Donations were received from Troy Powersports and the Troy Minute Mart.

58 There will be no community dinner this month.

59 **Next Meeting: July 17, 2024**

60 **Adjournment**

61 Mr. Smith adjourned the meeting at 8:32 p.m.

Respectfully Submitted By,  
Jack Gettens  
Planning Board Secretary