



Town of Troy

Planning Board Meeting

April 21, 2021

7:00 p.m.

Members Present: Steven Sawyer (Chair-Zoom), John Collins (Vice Chair), Curtis Hopkins (Select Board Representative), Henry Underwood (Secretary-Zoom), Kyle Smith, Matt Meacham, Tristan Hopkins (Zoom), Carol Ogilvie (Land Use Consultant-Zoom)

Members of the Public: Jody McDermott

1 **Call to Order:**

2 Vice Chair John Collins began the meeting at 7:01p.m.

3 **Correspondence:**

4 No email or written correspondence.

5 **New Business:**

6 **Meeting the Land Use Assistant Candidates: Jody McDermott (7:10 p.m. - 7:30 p.m.)**

7 Mr. Underwood explained to the Planning Board that that this was an opportunity for applicants
8 and members of the Board to introduce themselves and discuss the position.

9 Town Administrator Mary Guild has been leading the solicitating process for the Land Use Clerk
10 position. Jody McDermott and one other candidate has already interviewed with Mary.

11 Ms. McDermott met with the participating members of the Planning Board. Ms. McDermott brings
12 25 years of experience with zoning and Planning. Ms. McDermott grew up in Troy and contributes
13 to the community.

14 Mr. Underwood went into discussion as to the needs of the Planning Board and expectations. The
15 planning Board is aware that there is such a need for a staffed individual to assist in organization,
16 record keeping both paper and digital, and enhancements with the Town's website, and Agendas.
17 The Town has a laptop, email, and a cloud productivity platform. The planning Board adopted the
18 Zoom technology to allow people to join the meetings. Mr. Underwood asked if there were any
19 questions? No comments from the Board members.

20 Ms. Mc Dermott feels that this position was needed for a long time, and it would bring all the
21 boards together as one.

22 Vice Chair Collins went elaborated on trying situations that the Board has experienced. There are
23 2 lots at the end of Tolman Road. One lot had a garage on it, and one was a Vacant Lot. The lot
24 was non-conforming because it did not meet the lot size of the area for the district. The residents
25 applied for a Building Permit to build a single-family residence under the grandfather clause of a
26 Vacant Lot of Record. The residents spoke to the planning Board extensively and then they met
27 with the Select Board with the required documents. The Select Board granted the building Permit
28 under the definition of a Vacant Lot of Record which it was prior to the adoption of the Zoning
29 Ordinances.

30 Select Board Hopkins stated that the Town needs to clarify the definition of "Vacant Lot" and
31 incorporate it into the Zoning Ordinances as defined.

32 Mr. smith informed Ms. McDermott that the State of New Hampshire does not have a defined
33 definition for Vacant Lots. The only one found was from the EPA and that was stated as no
34 structures however is in reference to dumping on Vacant Lots. It makes it open to interpretation
35 and the Town needs to define Vacant and have it been consistent with clear language.

36 Vice Chair Collins stated that he felt if the applicants had to go to the Zoning Board to seek a
37 Variance, they would have had no issue. The applicants had 1.8 acres the requirements are 2 acres.
38 The applicant met the frontage requirements, but it was not for the Planning Board to decide. Land
39 Use Consultant Carol Ogilvie was asked if she had been aware of this situation, then went on to
40 state that she had been in communication with Mr. Underwood.

41 Select Board Representative Hopkins discussed the importance of clarity with the upcoming Mill
42 development and other lots that are being subdivided. People want to build.

43 Ms. McDermott spoke regarding the job description and that it should be more than the Recording
44 Secretary, with the addition of Building Permits, Assessing, Zoning; processing for all Boards and
45 making sure that they are aware.

46 Selectman Hopkins stated that this position this position works directly under town Administrator Mary
47 Guild. Mr. Hopkins went on to say Mary does a great job for Town

48 Ms. McDermott inquired about the training and the budget. Selectman Hopkins informed her that the
49 position is about 15 hours a week. Ms. McDermott stated that training is needed in order to limit mistakes.
50 Ms. McDermott is familiar with all processes and worked in the past with Land Use Consultant Carol
51 Ogilvie.

52 Member Kyle Smith stated that the other issue the Town faces is longevity of the individual in the position.

53 Vice Chair Collins stated that after 8 years of serving on the Board that he still looks at the book. The value
54 of having someone looking at it every day and taking care of the issues as they come in. It is important. The
55 Planning Board has worked hard to develop this position.

56 Mr. Collins asked Mr. Underwood as to what the hiring process is. Mr. Underwood informed Mr. Collins
57 that Town Administrator Mary Guild has met both individuals. Mary inquired as to what Henry could assist
58 with or if the Board would provide feedback.

59 Mr. Underwood will make arrangements to have the second applicant come in on May 5th to meet with the
60 Planning Board during their regular scheduled meeting.

61 **2021 Work Plan Discussion:**

62 Mr. Underwood thought this was a good way to accomplish what the Planning Board set out to work on
63 within the year.

64 Select Board member Hopkins suggested reviewing the Master Plan a section at a time. It needs to be put
65 back on the agendas.

66 Mr. Smith stated that its more attainable to break it down a chapter at a time so as not to be overwhelming.

67 Mr. Underwood agreed, and the Master Plan will be on the agenda. Underwood mentioned that the Planning
68 Board should be looking at Zoning Regulations relative to housing for the next Town Meeting. There are
69 major affordability and supply issues in the market. Mr. Underwood would like to have this added to the
70 list. All members agreed.

71 Selectman Hopkins stated the definition of a Vacant Lot.

72 Board member Matt Meacham suggested that the Board scan through the Ordinances and look for any
73 undefined terms and address them.

74 Land Use Consultant Carol Ogilvie mentioned that the Mill District and that the Zoning District be
75 appropriate. Clearly it was designed for a specific project that never happened and currently things are just
76 starting to happen. We do not want to find ourselves where someone comes in with a great idea, but the
77 Zoning does not fit. Prevent obstacles in the future.

78 Another is the Village and Highway Business Districts. Some uses that have come along in those districts
79 last a couple of years. Ms. Ogilvie suggested going through permitted uses in the districts to make sure that
80 it is going to accommodate the things that we see now. Those things that do not fit exactly the way the
81 ordinance was written. The Light Industrial District do not think issue with permitted uses-but the area
82 zoned for those uses has never happened. The geography is not right. Is there something else to
83 accommodate those uses?

84 The Planning Board should go through past Variance Applications see if it tells us anything that may
85 conflict with the Ordinances. People need to apply for a Variance's and if they are being granted. If they
86 are being granted than there is an opinion that they are reasonable, and the Planning Board can eliminate
87 the need for the Variance for those items whatever that may be. Ms. Ogilvie also stated that Housing is
88 huge.

89 Selectman Hopkins stated the Workforce. Young, single adults ready to work and the time to do it. It is
90 needed to stimulate the economy. Keep an eye on work force and using it in a proper way.

91 Member Kyle Smith recommended looking at what defines "Workforce." It may be something to look at.

92 Vice Chair Collins feels that the Elderly Housing and affordability is a concern.

93 Member Matt Meacham questioned whether it is relevant to have Rural District and Mountain District. Is
94 there much of a difference or a need to have another district there. Mr. Collins said that was something to
95 review.

96 Chair Steven Sawyer had a rebuttal to Elderly Housing. He went on to say that there is a lot of Elderly
97 Housing. The Town needs younger families, kids, and growth.

98 Vice Chair Collins stated that families should go into the houses and not the apartments. Apartments do not
99 stabilize them financially for the future, it does not promote involvement to the community, and does not
100 see the benefit. When families occupy own a home that is when you see real involvement living in an
101 apartment they are just passing through.

102 Mr. Meacham stated that the length of time a homeowner owns a house has been reduced. We do not have
103 volunteers' available, people are not working within the Town, whether the Ordinances are allowing
104 business to be established.

105 Mr. Underwood suggested comparing notes with the Select Board to see where things are lining up. Also,
106 accomplishments between the Planning Board and Select Board There could be an overlap and both Boards
107 could work on the same thing. It could be good.

108 **Old Business:**

109 The planning Board reviewed the **Lot line adjustment application from Kirsten Tandy relative to Map**
110 **18, Lots 223 and 224, located at 18 and 20 South Main Street.** The application was accepted by the
111 Board on 3/17/21 and is awaiting a decision by the Zoning Board of Adjustment prior to considering
112 Approval or Disapproval.

- 113 **Selectmen's Update:**
114 Select Board member Hopkins informed the Planning Board of ongoing items. Painting Bids for the Town
115 Hall was awarded, members are individuals are being appointed to the ZBA, Roads are no longer posted as
116 of the May 19th. Dam repairs and the dredging of Village Pond and the rest of Sand Dam could take up to
117 a year to get everything finalized. The Town would take care of staging locations for all the equipment and
118 pay for the materials. Still ongoing working with the State of New Hampshire on the Dams.
- 119 Ed was working on the Flashing Beacon Light Grant. Follow up once it is installed.
- 120 The Recreation Department has blue bags for the town Clean Up on Saturday. Contact Bob Norton.
- 121 Fireworks are scheduled for **July 10th** with a Rain Date of **July 17th**.
- 122 **May 22nd Fishing Derby.** The Fish and Game Department are going to match the Recreation Department
123 for stocking.
- 124 Community Breakfast starts in May. The first Saturday of each month. Sit down or take out is offered.
- 125 Town wide yard sale to be held August 14th. Swanzey and Fitzwilliam are doing it the same day.
- 126 Summer camp sign ups begin today.
- 127 Possibly a Corn Hole tournament at the community center.
- 128 Chairman Sawyer commented that the Mill cleanup is looking great. Select Board Hopkins said that an RFP
129 is going out to have the area cleaned up where the office buildings are, maintenance of the grounds, and
130 removal of the fence. It will make it more appealing to any prospective buyers.
- 131 Vice Chair Collins announced that this was his last meeting. He provided a Letter of Resignation and stated
132 that it was a pleasure to work with the Board and wished them all the best.
- 133 **Next Meeting and Agenda:**
134 Second Applicant for the Land Use Clerk position.
- 135 **Meeting Adjourn at 8:27p.m.**