

**City of Rochester Planning Board**  
Monday June 17, 2019  
City Council Chambers  
31 Wakefield Street, Rochester, NH 03867  
*(These minutes were approved on July 8, 2019)*

Members Present

Nel Sylvain, *Chair*  
Robert May, *Vice Chair*  
Mark Collopy  
Donald Hamann  
Mark Sullivan  
David Walker

Members Absent

Terry Dwyer, excused  
Tim Fontneau, excused  
Matthew Kozinski, excused  
Joyce Bruckner, excused  
Daniel Rines, excused

Alternate Members Present

James Gray

Staff: James Campbell, *Director of Planning & Development*  
Crystal Galloway, *Planning Secretary*

(These are the legal minutes of the meeting and are in the format of an overview of the meeting. A recording of the meeting will be on file in the City clerk's office for reference purposes. It may be copied for a fee.)

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Mr. Sylvain called the meeting to order at 7:01 p.m.

The Planning Secretary conducted the roll call.

**III. Seating of Alternates**

There were no alternates present.

**IV. Communications from the Chair**

There were no communications from the Chair.

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**V. Opening Discussion/Comments**

**A. Public Comment**

There was no one present from the public to speak.

**B. Discussion of general planning issues**

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There were no issues to be discussed.

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## **VI. Approval of minutes**

*A motion was made by Mr. Walker and seconded by Mr. Hamann to approve the June 3, 2019 meeting minutes. The motion carried unanimously.*

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## **VII. Review of April 2019 Surety and Inspections**

Mr. Campbell informed the Board that the inspections are back on track now with Public Works. He went on to explain the bond for STF Development had expired in May and the developer has yet to respond to the letter for the Planning Department so they will not be getting any Certificate of Occupancy's until the bond is renewed.

Mr. Campbell informed the Board there were two expired bonds for the subdivision on Norway Plains Road. He said the developer is trying to get street acceptance but that cannot happen until the bonds are renewed.

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## **VIII. Other Business**

There was a brief discussion regarding having a Public Works representative present to discuss inspections and surety.

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## **IX. Adjournment**

*A motion was made by Mr. Walker and seconded by Ms. Dwyer to adjourn at 7:10 p.m. The motion carried unanimously.*

Respectfully submitted,

Crystal Galloway,  
*Planning Secretary*