

City of Keene
New Hampshire

MINOR PROJECT REVIEW COMMITTEE
PRE-SUBMISSION MEETING MINUTES

Thursday, October 5, 2023

9:00 AM

**2nd Floor Conference Room,
City Hall**

Members Present:

John Rogers
Jesse Rounds
Med Kopczynski
Chief Don Farquhar
Don Lussier

Staff Present:

Megan Fortson, Planning Technician
Evan Clements, Planner
Mike Hagan, Plans Examiner
Lt. Shane Maxfield, Police Dept.
Brett Rusnock, Public Works Dept.

1) Call to Order – Roll Call

Chair Rounds called the meeting to order at 9:02 AM. Roll call was conducted.

2) Scheduled Pre-submission Inquiries

There were no scheduled pre-submission inquiries.

3) Walk-In Pre-submission Inquiries

Brett Rusnock, a Civil Engineer in the City of Keene Public Works Department, was present at the meeting to discuss a potential Boundary Line Adjustment (BLA) between the City-owned property at 350 Marlboro St (TMP #596-002-000) and the Home Healthcare, Hospice, & Community Services property at 312 Marlboro St (TMP #595-002-000). Staff discussed the proposal with Mr. Rusnock and answered questions about the Planning Board review process for BLAs.

4) Upcoming Meeting Dates

- Pre-submission Meeting – November 2, 2023 at 9:00 am
- 1st Monthly MPRC Meeting – November 2, 2023 at 10:00 am
- 2nd Monthly MPRC Meeting – November 16, 2023 at 10:00 am (*If needed*)

5) Adjournment

There being no further business, Chair Rounds adjourned the meeting at 9:25 AM.

Respectfully submitted by,
Megan Fortson, Planning Technician

Reviewed and edited by,
Evan J. Clements, AICP - Planner