

**City of Keene**  
**New Hampshire**

**MINOR PROJECT REVIEW COMMITTEE**  
**PRE-SUBMISSION MEETING MINUTES**

**Thursday, May 2, 2024**

**9:00 AM**

**2<sup>nd</sup> Floor Conference Room,  
City Hall**

**Members Present:**

Mari Brunner, Chair Pro Tempore  
Evan Clements  
Acting Fire Chief Jason Martin  
Don Lussier

**Staff Present:**

Megan Fortson, Planning Technician  
Lt. Shane Maxfield, Police Dept.  
TJ O'Brien, Commercial Building Inspector

**1) Call to Order – Roll Call**

Ms. Mari Brunner called the meeting to order at 9:05 AM. Roll call was conducted. Mr. Don Lussier made a motion to elect Ms. Brunner as the Chair Pro Tempore for the meeting. Mr. Evan Clements seconded the motion, which was approved unanimously.

**2) Scheduled Pre-submission Inquiry**

- a. **Conceptual Site Plan Application** – The ~0.68-ac parcel at 20 Central Square (TMP #568-063-000) is owned by 20 Central Keene LLC and is located in the Downtown Core District.

Matt Bombaci from Bohler Engineering was present at the meeting to discuss proposed lighting modifications on the Bank of America site at 20 Central Square (TMP #568-063-000). City Staff discussed the proposal with Mr. Bombaci and provided feedback.

**3) Walk-In Pre-submission Inquiries**

Mr. Lussier brought up a potential Governmental Land Use application that may be submitted for advice & comment to the Planning Board. This is related to the use of a parcel owned by Eversource on Island St near the bike path as a staging area for equipment and materials during the upcoming reconstruction project on Island St.

**4) Upcoming Meeting Dates**

- Pre-submission Meeting – June 6, 2024 at 9:00 am
- 1<sup>st</sup> Monthly MPRC Meeting – June 6, 2024 at 10:00 am
- 2<sup>nd</sup> Monthly MPRC Meeting – June 20, 2024 at 10:00 am (*If needed*)

**5) Adjournment**

There being no further business, Ms. Brunner adjourned the meeting at 9:24 AM.

MPRC Meeting Minutes  
May 2, 2024

ADOPTED

Respectfully submitted by,  
Megan Fortson, Planning Technician

Reviewed and edited by,  
Mari Brunner, Senior Planner