



TOWN OF SPRINGFIELD

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PLANNING BOARD MEETING MINUTES Thursday, May 21, 2026, 7:00 p.m. Springfield Memorial Building

NOTE: The following minutes are in draft form. They are subject to review and approval by the Planning Board at a future meeting. Changes may be made prior to final approval.

PRESENT:

Tanner Jacques - Chair
Steve Dzubak - Vice Chair
Mike Howard - member
Tim Bray - Zoning Coordinator
Ken Jacques - member
Tim Josephson - Upper Valley LSRPC
John Trachy - member
Jen Roberts - Ex Officio

ABSENT:

Darrin Patten - member

ALSO PRESENT:

Audrius Kazenas, Atty. Sheridan Brown, Justin Hastings, Sgt. Ryan Gamble, Shannah Stone, Sandy Burke, Steve Piispanen

AGENDA:

Appointments:

- 7:00 p.m. Sandy Burke
- 7:15 p.m. Shannah Stone – Continuation of hearing held April 16, 2026
- 7:25 p.m. Select Shepherds – Site Plan Application hearing

Review of April 16, 2026, Meeting Minutes
New Business

- The meeting was called to order at 7:00 p.m. by Chairman Jacques. The Board introduced themselves to audience members.
- Sandy Burke appeared before the Planning Board to follow up on the letter sent to Mr. Rowley regarding the lighting and light trespass issue. Chairman Jacques informed Sandy Burke that Mr. Rowley is compliant with the approved site plan as far as the lighting is concerned; his lights are dark-sky compliant. The final approval was reviewed as there was some discrepancy between what Sandy Burke believed was approved and what the Board did approve. The Planning Board will review the final site plan for Mr. Rowley and follow up with Sandy Burke.
- The Board opened the continued hearing to review the STR application submitted by Shannah Stone. The Board reviewed the updated map and narrative provided. The Stone's passed their life safety check. There was discussion on potential parking issues. It was agreed that the Stone's could allow up to four vehicles to park. Jen Roberts moved to approve the site plan conditions of no more than 10 guests, up to 4 vehicles, quiet hours of 10 p.m. to 7 a.m., and no more than 2 extra tents. It was added to the motion that a fire permit be obtained for each group rental. Jen Roberts made an amendment to the fire permit conditions as the property owner will be on site during each rental period so the Stone's will only need to obtain an annual burn permit. Jen Roberts made a motion to accept the site plan to include the conditions discussed, amended to include the annual burn permit, for Shannah Stone. Mike Howard seconded the motion. The motion passed unanimously.
- The Board opened the hearing to review the site plan application of Sue-Ann and Audrius Kazenas for their business Select Shepherds LLC. The Board reviewed the application and maps provided

while going through the checklist of the existing and proposed site plans. The Board would like to see an appendix of title added to each map. After reviewing the checklist the Board found all applicable items present on the site plan application. Mike Howard moved to accept the application as complete. Jen Roberts seconded the motion. The motion passed unanimously.

Atty. Brown reviewed the proposed site plan with the Board. The sound study was discussed. The Board was satisfied with the ambient discovery that was done but would like to have a baseline repeated after the facility is built. Audrius Kazenas proposed that once the facility is built and populated they would then do another sound test. If the ambient sound goal is not met, they will do more to deflect the sound. Mr. Kazenas also stated that all training is done off site in Grantham. At this time John Trachy asked what defines a dog. The Board reviewed the ZBA decision and the special exception application. The application clearly states 15 adult dogs per the ZBA minutes dated 1/27/2025. The ZBA decision accidentally left the word adult off of the decision. Mr. Kazenas provided ages that are associated with adult dogs and puppies. After some discussion Atty Brown stated there will be no more than 15 adult dogs on site. Mr. Kazenas offered to classify any dog over 16-weeks old count towards his 15 adult dog limit. No dogs under 16-weeks will be in the outdoor kennel, they will be housed within the home and will not contribute to outdoor noise. The 30-dog transfer limit will still stand. John Trachey stated that the deed has a condition allowing for a single-family home only on the property; why should this facility be allowed. Atty Brown declined to answer, stating that is not relevant to this hearing.

At this time Chairman Jacques opened the floor to public comments. Steve Piispanen, abutter on Hogg Hill, asked if this permit grants Select Shepherds to be currently operating their business. Atty Brown objected stating that deals with current operation and not what's in the four corners of this document. Chairman Jacques stated the applicants have been granted a special exception and they have two years to act upon that special exception; they are still within that timeframe. Mr. Piispanen asked if Select Shepherds will be moving training from Grantham to Hogg Hill. The Board stated that is not in their application for special exception. Jen Roberts made a point of order explaining all questions be directed to the Chairman and you that you only speak when you are acknowledged. Mr. Piispanen asked to see the vicinity sketch. The Board stated the sketch has already been reviewed and accepted as complete. The Board was able to display the vicinity sketch for Mr. Piispanen. Mr. Piispanen asked if the sound expert, when hired, took into consideration training. Chairman Jacques stated there is no where in the application discussing training taking place in Springfield. Mr. Piispanen continued to ask questions on the sound engineer and the study done, feeling the neighborhood is being used as guinea pigs. Chairman Jacques stated the neighborhood is not the guinea pig; there is a detailed proposal of what is being constructed and there has already been a noise study to deliver an ambient noise level and what the dogs produce for noise. Mike Howard stated the noise study has identified what ambient noise is in the neighborhood and they have a commitment not to exceed that ambient level. They will be checking the levels when the facility is built, and if they don't meet it, they will add to the building to get it right. Mr. Piispanen brought up parking, asking how many vehicles are on the property today. Chairman Jacques stated that is not a relevant question at this time.

Chairman Jacques closed the floor to public comment.

Chairman Jacques made a motion to continue the Select Shepherds hearing to the next meeting on June 18th at 7:05 p.m. John Trachy seconded the motion. There is a lot to review, and if the Board has any questions, they would like the ability to have them answered by either the applicant or attorney Brown. The motion passed unanimously.

- Jen Roberts moved to accept the April 16, 2026, meeting minutes as submitted. Ken Jacques seconded the motion. Steve Dzubak abstained, and all other members voted to accept the meeting minutes as submitted.
- At 9:36 p.m. Chairman Jacques moved to enter non-public session per RSA 91-A:3, II(b). Mike Howard seconded the motion. By roll call vote Chairman Jacques voted aye, Mike Howard voted aye, Ken Jacques voted aye, John Trachy voted aye, Steve Dzubak voted aye, Jen Roberts voted aye. At this time there was no audience in the Protectworth Room. Tim Josephson and Tim Bray were asked to attend the non-public session.
- At 9:51 p.m. Chairman Jacques moved to exit non-public session and seal the minutes. Steve Dzubak seconded the motion. By roll call vote Chairman Jacques voted aye, Mike Howard voted aye, Ken Jacques voted aye, Steve Dzubak voted aye, John Trachy voted aye, Jen Roberts voted aye.
- At 9:51 p.m. Chairman Jacques moved to enter non-public session per RSA 91-A:3 II(e). Mike Howard seconded the motion. By roll call vote Chairman Jacques voted aye, Mike Howard voted aye, Ken Jacques voted aye, Steve Dzubak voted aye, John Trachy voted aye, Jen Roberts voted aye.
- At 10:02 p.m. Chairman Jacques moved to exit non-public session and seal the minutes. Jen Roberts seconded the motion. By roll call vote Chairman Jacques voted aye, Mike Howard voted aye, Ken Jacques voted aye, Steve Dzubak voted aye, John Trachy voted aye, Jen Roberts voted aye.
- The Board discussed a brief history of Star Lake, who is wanting to build a new commercial building. The Board would like to invite them to a meeting for a consult.
- John Trachy asked if anyone had read about a recent RSA that talks about Board members who have sat on both the ZBA and Planning Board potentially hearing and voting on the same case on both Boards. Tim Josephson stated he will look into this RSA.
- There was discussion on adding a time frame per person for public comment to keep meetings moving forward at a reasonable pace.
- Chairman Jacques adjourned the meeting at 10:14 p.m.

Submitted by: Jill Hastings, Deputy Administrative Assistant