



Town of Middleton

182 Kings Highway, Middleton, New Hampshire 03887

Meeting Minutes 7 April 2025

1. Call to Order By Chairperson Timothy Cremmen
2. Pledge of Allegiance
3. Roll Call
BOS Members: : Roxanne Tufts-Keegan; Tracy Donovan-Laviolette - Vice - Chair ; Tim Cremmen-Chairperson ; Mike Green-Member; Bonnie Gagnon - Member
4. Approval of Minutes
 1. March 3rd, 2025
 1. Roxanne Tufts-Keegan motioned to accept the minutes as presented
 2. Bonnie Gagnon seconded
 3. Minutes excepted unanimously
 2. March 10th, 2025
 1. Roxanne Tufts-Keegan motioned to accept the minutes as presented
 2. Michael Green seconded
 3. Minutes excepted unanimously
 3. March 24th, 2025 Non Public Meeting RSA 91:3A
 1. Roxanne Tufts-Keegan motioned to seal minutes for 5 years
 2. Michael Green seconded the motion
 3. Roll call vote
 1. Roxanne - Yes
 2. Tracy - Yes
 3. Timothy - Yes
 4. Michael - Yes
 5. Bonnie - Yes
 4. April 7th, 2025 Non-Public Meeting Minutes RSA 91:3C
 1. Roxanne Tufts-Keegan motioned to seal minutes for 5 years
 2. Bonnie Gagnon seconded
 3. Roll call vote
 1. Roxanne - Yes
 2. Tracy - Yes
 3. Timothy - Yes
 4. Michael - Yes
 5. Bonnie - Yes
5. CAI contract
 1. A motion is presented by Roxanne Tufts-Keegan to accept and sign the CA contract that was previously approved at the town meeting and is seconded by Tracy Donovan-Laviolette.
 2. Members inquire about the timeline for the contract execution, with one member suggesting to check with Robin for details.
 3. The discussion leads to a consensus to proceed with the contract acceptance.
6. Personnel Form
 1. The board moves to accept Abby Cole for a part-time position in the EMS fire department.
 2. A motion is made by Roxanne Tufts-Keegan, seconded by Michael Green, and approved unanimously by the members present.
7. Intent to Cut Discussion



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1. Roxanne Tufts-Keegan begins the discussion of the intent to cut for map 2 lot 7, with access through map 1 lot 11 on Silver Street.
2. It is noted that previous discussions occurred regarding access through Jordan Drive, which is not permitted.
3. A motion is made to accept the intent to cut by Tracy Donovan-Lavolette and seconded by Michael Green, and questions arise regarding the acreage involved by Kate Buzard.
4. The board confirms the acreage is approximately 67 acres, and the motion passes with no objections.
8. Committee Reports
 1. The Budget Committee
 1. has not met recently due to a lack of agenda items, but updates are expected in the future.
 2. The Conservation Commission
 1. Strafford Regional Planning presents information about grant opportunities aimed at improving water quality, particularly in the greater Sunrise Lake Watershed area.
 2. The commission discusses ongoing projects and the need for stormwater management regulations to protect local water bodies.
 3. Interactive maps showcasing over 350 recreational sites in the region are introduced, highlighting their accessibility and information availability.
 3. Joint Loss
 1. Roxanne Tufts-Keegan gave an update (see video)
 4. Planning Board
 1. John Mullen Gave and update (see video)
 5. Recreation Committee
 1. An Easter egg hunt is scheduled for Saturday, with specific times designated for different age groups.
 2. Plans for a craft fair are discussed, with hopes to secure a location at the school, pending discussions with the school board regarding fees.
 6. Social Media Committee
 1. In March, the social media team posted 25 updates, reaching nearly 1,925 accounts, with a total of 37,000 views across posts.
 2. The Facebook page experienced 1,553 visits and gained 11 new followers, while YouTube content garnered 265 views, with significant engagement during live streams.
 7. ZBA
 1. Timothy Cremmen gave an update (see video)
9. Copier
 1. The board discusses the need to upgrade the current copier, which is outdated and underperforming for their needs.
 2. Various lease options are presented, with costs outlined, prompting a need for further investigation into current expenses and potential alternatives.



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3. The discussion is tabled until more information can be gathered regarding existing contracts and costs associated with the current copier.
10. BOS Comments
 1. The board acknowledges employees celebrating anniversaries in April as presented by Tracy Donovan-Laviolette, recognizing their contributions and service to the community.
 1. Jim Keegan 4 years
 2. Dan Phillips 4 years
 3. Carl Roy (3 years)
 4. Joni van Gelder (1 year)
 5. Robin Willis (2 years)
 2. Public input is encouraged, with a resident expressing interest in volunteering for the Conservation Commission.
11. Public Input
 1. A resident inquires about the upcoming transition in waste management contracts and expresses curiosity about potential costs associated with new garbage cans.
 1. The board indicates that further discussions will occur in the following week.
12. Motion to Adjourn
 1. Made by Roxanne Tufts-Keegan at 7:05 PM
 2. Seconded by Bonnie Gagnon
 3. Motion carries unanimously



Municipality/ies/ Watershed Group/Organization:	Town of Middleton
Name of Applicant(s):	Strafford Regional Planning Commission
Project Title:	Strengthening Regulatory Mechanisms, Middleton, NH
Phone Number:	603-994-3500 ext. 100
Email:	jczysz@strafford.org
PREP Funds Requested:	\$15,433
Total Project Cost:	\$15,433

1. Project Summary: Provide a brief summary of your project, highlighting 1) the overall goal and 2) how it supports your community's ability to make informed decisions toward cleaner water. We're open to hearing new ideas in your approach.

The project we are proposing is a three part approach for the town to review existing regulations and overlay zones as a way to improve and protect water quality and prepare for the frequency and intensity of heavy storm events. Specifically, we will develop stormwater regulations for adoption into the Development Regulations (Subdivision Regulations and the Site Plan Review Regulations combined). In addition, we will update the Wetland Conservation Overlay District for adoption into the Zoning Ordinance. The final component is outreach to create and hold advisory committee meetings, inform the public about the project and the proposed changes to the regulatory documents of the Town.

1. Development of stormwater management regulations: This will be the primary activity of this project. The Town currently does not have specific stormwater management regulations.
2. Update to the existing Wetland Conversation Overlay District.
3. Outreach throughout the project period: The advisory committee will develop a strategy for reaching the public through multiple methods to receive input and educate them for support of adoption of the Stormwater Management Regulations in the Development Regulations and the Wetlands Conservation Overlay District in the Zoning Ordinance.



2. Connection to the Piscataqua Region Environmental Planning Assessment recommended actions: Identify which of the PREPA recommended actions the project will address or advance (i.e., adopting primary structure setbacks).

We have reviewed the Piscataqua Region Environmental Planning Assessment and identify with the PREPA recommendation to develop a stormwater management regulation. The project will help provide protection of our natural resource assets as well as change the current trajectory of water quality in Middleton and downstream waters. This will greatly benefit the town by providing regulations that will assist in setting requirements for handling stormwater runoff in a controlled and responsible manner.

In addition to the development of stormwater management regulations, we will also review and update our Wetland Conservation Overlay District ordinance. The proposed update has been a topic of discussion during many meetings of the Conservation Commission and is a high priority for them. The ordinance, as it is written, does not have the details with setbacks and other restrictions to be truly effective. It is our goal to review the ordinance and determine ways in which these sensitive areas are protected, such as adding a setback for development.

3. Project Task Timeline: Identify project tasks and dates from start to finish. In your timeline, please include any necessary steps for local engagement—such as public hearings or town meetings—that may be required in your project or may influence the project's progress. (Keep in mind projects are expected to start on or before August 1, 2025, and be completed by December 18, 2026. Adoption of new or updated regulations can occur outside the project period.)

Task 1. Development of a Stormwater Management Regulation: Aug. 2025-Feb. 2026

The primary task of this project is to research and develop a Stormwater Management Regulation to provide requirements for the management of stormwater for new projects. Middleton currently does not have a sufficient regulation that covers stormwater, which poses a risk for unfiltered stormwater entering the waterbodies.

Task 1 a. Research town information and develop a draft regulation for the Development Regulations

Task 1.b. Review draft with the advisory committee and edit as needed

Task 1.c. Prepare final regulation and present it to the Planning Board for consideration



Task 2. Update the Wetlands Conservation Overlay District Regulations: Feb. – June 2026

The Conservation Commission has determined that the current Wetlands Conservation Overlay District Regulations have some deficiencies and need to be updated.

Task 2.a. Review the existing ordinance and Conservation Commission concerns to determine where changes are needed

Task 2.b. Make edits to strengthen the ordinance and provide to the advisory committee for review and comment

Task 2.c. Prepare final edits and present them to the Planning Board

Task 2.d. Prepare warrant article and voter guide for 2027 Town Meeting

Task 3. Outreach: Aug. 2025 – Feb. 2026

Develop an outreach campaign to educate the public on the regulation and ordinance changes.

Task 3.a. Prepare outreach protocol to educate the public on proposed changes

Task 3.b. Form an advisory committee

Task 3.c. Conduct advisory committee meetings

Task 3.d. Produce and distribute voter guides and additional information such as a one-pager about the proposed changes and how to get involved

4. Project Team: Identify roles and responsibilities for members of the project team.

The core project team (advisory committee) will include members of the Middleton Conservation Commission, town staff directly related to the project (suggested staff includes: Road Agent, Code Enforcement, Emergency Management), Planning Board and Board of Selectmen representatives, and Strafford Regional Planning Commission (our qualified consultant). Other members will be considered during the development of the project.

Responsibilities for all members of the project team will include attendance and participation at advisory committee meetings and assistance with data collection and outreach. As the project develops, specific roles will be assigned to individuals such as the Road Agent for examples of stormwater issues and locations.



5. Project Deliverable(s): Identify anticipated deliverables for your project.

1. Stormwater Management Regulation to be added to the Development Regulations (Subdivision Regulations and the Site Plan Review Regulations)
2. Update to the Zoning Ordinance to amend the Wetland Conservation Overlay District
3. Outreach to gather information and educate the public on the Stormwater Management Regulation, and the amendments to the Wetland Conservation Overlay District ordinance. A voter guide will be created to send to homes informing residents of the warrant article and garnering support at Town Meeting.

6. Why is this the right time for this project? Why is your town ready? How does your project respond to current issues or goals in a way that will be meaningful and actionable for your community? What could be impacted if your project is delayed, and how will immediate action benefit your community and/or region both now and in the future?

The intensity and frequency of heavy storm events has resulted in greater awareness and increased concern for infrastructure needs to protect the public, the environment, and the integrity of the roads for safe passage. Current transfers of ownership of undeveloped parcels around several water resources, like Sunrise Lake, have recently been recorded. Without having a stormwater management regulation in place, new development can occur without proper drainage systems to handle stormwater in a responsible manner. The town feels that the current stormwater situation is contributing to an increase of unfiltered runoff that is entering our waterbodies and adding to the water quality concerns for all waterbodies. This awareness has resulted in discussions to develop a strong set of stormwater regulations to prepare for future weather events that will likely threaten the capacity of current stormwater systems and new development runoff. We recently completed and have received FEMA's approval of an update to our Middleton Hazard Mitigation Plan earlier this year. Stormwater management concerns were a top priority as the storm events continue to have an impact on the community. The plan ranked flooding as a high probability for future storm events. Delaying of the creation of this regulation could result in new parcels being developed without sufficient stormwater management.

In addition, The Conservation Commission has been discussing the need to make edits to the Wetlands Conservation Overlay District. The support for this is strong and enthusiasm is high to review and make edits to this ordinance.



7. Describe your project's approach to community engagement. How will the 20% budgeted for community engagement be used to support public input, share project results, generate support for a regulation or zoning update and/or change behavior?

For the stormwater management regulation, we intend on including town staff for the local knowledge of existing policies and maintenance practices for storm drainage. We will create material for the proposed regulation that can be used to provide information to the Planning Board for adoption.

For the update to the Wetlands Overlay District ordinance, we will target the Middleton Conservation Commission for outreach to data collection and concerns around missing components in the current ordinance. We intend to create a voter's guide for the 2027 Town Meeting. This will provide outreach to residents to inform them of the proposed changes to the ordinance.

8. Is this project part of a multi-town effort? Type: yes or no	If yes, specify towns:
No	



PROPOSAL BUDGET & SIGNATURES FORM

Municipality/Applicant Name: Middleton, NH	Strafford Regional Planning Commission
BUDGET CATEGORIES	AMOUNT REQUESTED FROM PREP
Qualified Consultant Fee	\$9,361
Communications & Outreach	\$5,372
Supplies /Materials.	\$500
Equipment	\$0
Travel	\$200
Other Cost (specify in space below)	\$0
TOTAL PROJECT COSTS	\$15,433.00

SIGNATURE 1


SIGNATURE OF APPLICANT

Jennifer Czysz, Executive Director March 31, 2025

PRINT NAME **TITLE**
DATE

SIGNATURE 2


SIGNATURE OF SELECT BOARD CHAIR OR TOWN ADMINISTRATOR

Timothy Cremen Select board Chair. March 28th, 2025

PRINT NAME **TITLE**
DATE

STRAFFORD

Regional Planning Commission

WHAT IS SRPC?

Strafford Regional Planning Commission

Operating as a political subdivision of the state, regional planning commissions (**RPC**) serve in an advisory role to local governments and organizations in accordance with RSA 36:45-58. Mandated functions include the creation and maintenance of a regional master plan, regional housing needs assessment, and reviews of projects of regional impact, in addition to the provision of technical assistance to municipalities in each respective planning region. SRPC serves 18 municipalities in the Strafford region and is governed by Commissioners who are appointed by their respective municipal governments. Municipalities pay dues to support the operation of SRPC, and in turn are entitled to the technical expertise and planning support of the SRPC staff. SRPC is supported by funding from the New Hampshire Department Environmental Services, the New Hampshire Office of Planning and Development, and other federal, state and private grant funding sources.

Stafford Metropolitan Planning Organization

A Metropolitan Planning Organization (**MPO**) is a federally designated organization that functions as a transportation policy decision-making body in urbanized areas of 50,000+ population. One of four MPOs in the state, Strafford MPO supports regional transportation planning in a number of ways. Strafford MPO maintains the metropolitan transportation plan (MTP), a long-range policy document describing improvements to all modes of the regional transportation system; develops and maintains the Transportation Improvement Program (TIP), a document that tracks ongoing projects and federal funding in the region; ensures compliance with air quality requirements; and ensures local planning priorities are represented at the state level. The MPO is a working partner with the NH Department of Transportation in developing the state Ten Year Plan, and it strives to engage the public in transportation planning in a transparent, open process.

Strafford Economic Development District

In 2015, the Strafford Region was designated as an Economic Development District (**EDD**) by the U.S. Economic Development Administration (US EDA). An Economic Development District (EDD) is charged with the maintenance and implementation of a regional Comprehensive Economic Development Strategy (CEDS). Strafford EDD's CEDS outlines a regional strategy for economic development and prosperity. Strafford EDD is tasked with completing annual updates to the CEDS, with completing a comprehensive update every five years, and with providing communities with technical assistance to promote economic development in the region and access to resources to grow and sustain a strong economy.

For more information, please visit our website at where you can find a copy of our annual reports highlighting current and recently completed projects (<http://strafford.org/about/who-we-are/>).

STRAFFORD

Regional Planning Commission

The Commission & Committees

As formed under State Statute, NH RSA 36, SRPC is governed by its commissioners who are nominated by their community's Planning Board and appointed by the elected Local Governing Body (Selectmen, Council). Commissioners serve as volunteers and represent the interests of their community and constituents. Commissioners serve a four year and representation is based on each community's population. Communities with a population of 10,000 or fewer persons have two (2) representatives on the Commission; a population of 10,000 – 25,000, three (3) representatives; and a municipality over 25,000 persons, four (4) representatives.

SRPC's Commissioners meet the 3rd Friday of the month from 9–10:30 AM to govern the:

- **RPC:** Regional Planning Commission
- **EDD:** Economic Development District Board of Directors
- **MPO:** Metropolitan Planning Organization's Transportation Policy Committee

Additionally, Commissioners convene quarterly to network with one another and engage in peer learning at sites throughout the region.

Commissioners elect from among their membership representatives to their **committees**:

- Executive Committee
- Regional Impact Committee
- NH Association of Regional Planning Commissions

Additionally, other municipal representatives, serve on our **advisory committees**:

- EDD Strategy Committee – Seacoast Economic Development Stakeholders
- Transportation Technical Advisory Committee

<https://strafford.org/about/governance/>

Staff



Jennifer Czysz



Megan Taylor-Fetter



Kyle Pimental

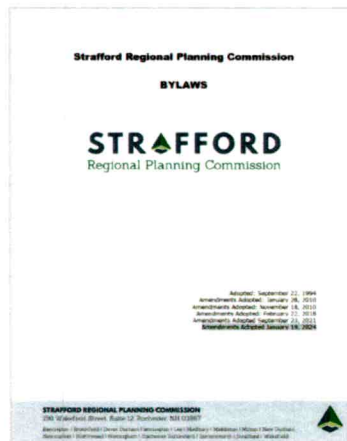


Colin Lentz

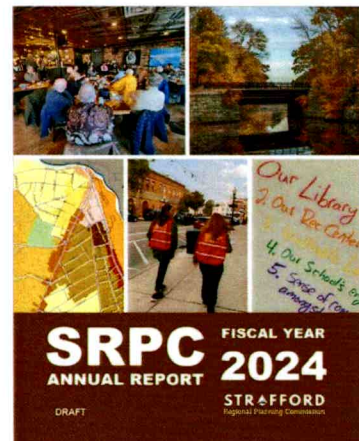


Mike Polizzotti

Documents



SRPC Bylaws



SRPC Annual Report

2026 Comprehensive Plan

Following on the 2023 update of the Regional Housing Needs Assessment, SRPC is kicking off an update to its Core Plans in a coordinated fashion. Taken together the effort will present a comprehensive plan for the region.

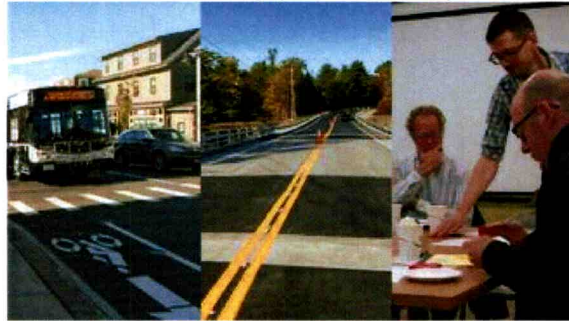
Regional Plan

The Regional Plan is a comprehensive guiding document that aids municipalities in coordinating across boundaries based on their current and future land use needs. It serves as a blueprint for the region's future vision and assists in balancing the need for development and environmental protection. <https://strafford.org/plans/regional-master-plan/>



Long Range Transportation Plan

The Metro Plan sets long-term goals for transportation improvement in the region, establishes targets for performance of the transportation system, and prioritizes transportation improvement projects to be completed within the plan's timeframe. Projects seeking federal funding must be included in an approved Metro Plan. <https://strafford.org/plans/metro-plan/>



Economic Development Strategy

SRPC maintains a Comprehensive Economic Development Strategy (CEDS) for our region that provides an overview of our region's economic conditions and opportunities. The CEDS includes a Priority Project List that consists of implementation projects by SRPC, our municipalities, and strategic public and non-profit-sector partners. <http://strafford.org/plans/ceds/>



Housing Needs Assessment

Updated in 2023 per RSA 36:47, The Regional Housing Needs Assessment analyzed and identified housing needs for our region and offers qualitative and quantitative data that can be used to promote housing policies by evaluating the supply and demand, cost, age-friendliness, and affordability of housing in our region. <https://www.strafford.org/projects/rhna>



Safe Streets for All

The Safe Streets & Roads for All (SS4A) program is a subset of funding included in the Bipartisan Infrastructure Law (BIL) signed into law by President Biden in November 2021. All types of local governments as well as Metropolitan Planning Organizations (MPOs) like SRPC are eligible to apply for action plan funding that in turn makes local governments eligible for implementing construction projects and additional local planning efforts.

New Hampshire's four MPOs jointly applied and successfully obtained SS4A funding for Action Plans for their respective regions with the intent of making the total 72 cities and towns (with a combined population of 850,000+) eligible for further funding starting in the summer 2025. VHB Inc. was hired as the consultant to conduct literature reviews, outreach, data collection and analysis, and to draft the plans for each of the four MPO regions.

A steering committee of the MPO transportation planning staff has been formed, which receives direct and ongoing input from their respective Technical Advisory Committees (TACs). A focus group of vulnerable users in the Strafford MPO region is also being formed. The survey has concluded as of August 2024 and VHB is processing the results through the fall. The four MPOs, over the course of Fall 2024, are identifying the highest priorities to be addressed in the Action Plan through September and October. VHB is working with local and state law enforcement to collect incident and crash information and with transit providers to collect usage statistics.

Future Funding Opportunities for our Communities

Once the Strafford MPO Safety Action Plan is complete, it will grant all 18 communities access to construction projects and additional local planning efforts.

<https://strafford.org/projects/safe-streets-for-all/>

Staff



Colin Lentz



Mark Davie



Stephen Geis



Online Data Resources

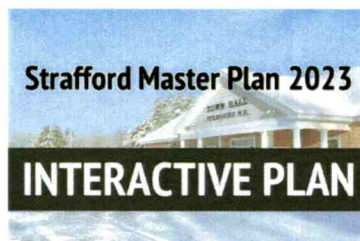
Interactive Mapping and Dashboards

Standard Maps

- Community Features
- Conservation and Recreation
- Land Use
- Transportation
- Groundwater Resources
- Surface Water Resources
- Watersheds
- Zoning

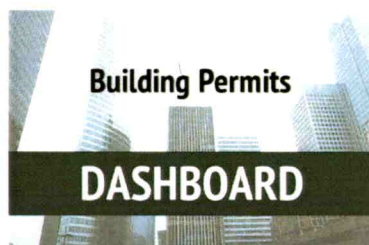
Project Maps

- Tax Parcel Viewer
- Strafford Master Plan 2023
- Regional Data Snapshot
- MPO System Performance Report
- Dover Street Tree Inventory Dashboard
- Arts and Culture Inventory
- Coastal Sea Level Rise Impacts
- Traffic Counts 2024



Building Permits Dashboard

SRPC's interactive dashboard includes annually updated maps and data depicting 2008 to 2020 permits. Users can click on the individual or multiple bars in the graphs, which will filter the data and adjust subsequent charts and the adjacent map to show more specific and detailed municipal information.



Promoting Outdoor Play (POP!)

POP! is a dynamic, forward-facing online resource that connects families with young children to the many recreation resources available in the region. The online platform includes photos, amenities, site details, and other information for over 300 recreational sites!



Visit SRPC's ArcOnline Site Gallery: <https://srpc.maps.arcgis.com>

Data Snapshot

SRPC conducts region-wide analysis of a number of data metrics each year for different projects and plans. The Regional Data Snapshot was a new document in 2021, and subsequently updated in April of each year, that contains many of these analyses in one place. The Data Snapshot covers demographics, economic vitality, livability and quality of life, mobility and accessibility, and resiliency. The Data Snapshot will be updated every year and additional metrics will be included as they are developed.

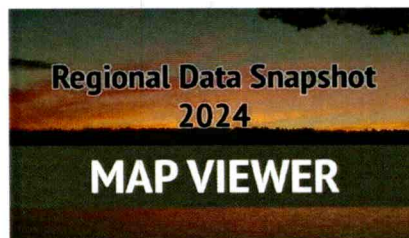
In addition to the data metrics that are tracked annually, SRPC is also tracked several COVID-19 specific metrics to track the region's recovery from the pandemic in the Regional COVID-19 Data Snapshot.

<http://strafford.org/measure/data-snapshot/>

Documents



Past Editions



Interactive Map Viewer



Community Profiles

Staff



Rachel Dewey



Stephen Geis



Mark Davie



Jackson Rand

Future Editions

Future editions of the Data Snapshot will include the following changes:

- Expand on topics including public health, water resources, recreation, and more.
- An appendix including data tables.
- An interactive data viewer for non-map data.

Municipal Dues Overview

New Hampshire's nine (9) Regional Planning Commissions (RPC) are advisory organizations formed by their member communities. State law established Regional Planning Commissions in 1969 with most being created in the 1970's for the purpose of providing technical planning assistance to communities. in the form of:

- Preparing master plans and a variety of local planning studies;
- Fostering regional cooperation among communities; and
- Developing comprehensive regional plans.

While communities may choose to be a member, and participation is voluntary, more than 90% of municipalities are members of RPC.

SRPC has a long and positive history of working closely with municipalities, state agencies and partners on a wide selection of projects. This includes updates to master plans, economic development strategies, stormwater management, transportation, regional impact studies, landscaping, water-efficiency, and groundwater protection regulations.

SRPC's mission is to plan and act in a manner that achieves sustainable development and thereby improves the quality of life for those living in the region. Our organization strives to support communities in their efforts to:

- Update and refine local planning documents and regulations;
- Comply with evolving state and federal regulations;
- Prioritize and fund projects and improvements;
- Identify opportunities for collaboration with neighboring communities;
- Create vibrant and sustainable communities;
- Balance development and natural resource protection; and
- Continue to foster a high quality of life in the region.

SRPC offers professional planning services to communities with expertise in:

- Land use
- Housing
- Hazard mitigation
- Climate adaptation
- Economic development
- Transportation
- Natural resource protection
- Mapping and GIS services

To perform these services, SRPC is reliant on membership dues. While dues funds comprise only a small share of the overall budget, they are essential to leverage state, federal and private non-profit foundation funds. Most notably amongst these are SRPC's transportation economic development planning programs that would not be possible without local matching funds. The balance of dues funds is reserved to provide on-demand services to municipalities and to help reduce the cost of larger

scale municipal projects. A small portion of dues are set aside as operating reserves when possible.

A sample of such services currently available include, but are not limited to:

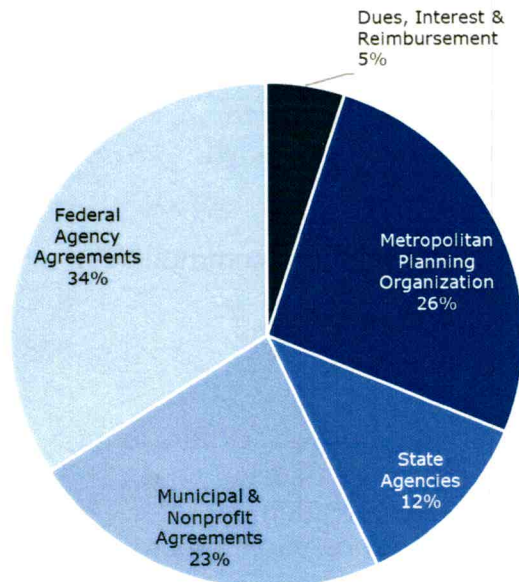
- Equipment lending for archive record digitization;
- Planning level transportation engineering services to develop new projects;
- Supplemental traffic counts and intersection analysis;
- Transportation and economic development grant writing for local projects;
- Monitoring and advising on current funding opportunities; and
- GIS and data analysis.

These services are available to non-dues paying communities at a premium rate. Visit <http://strafford.org/about/who-we-are/> to learn more.

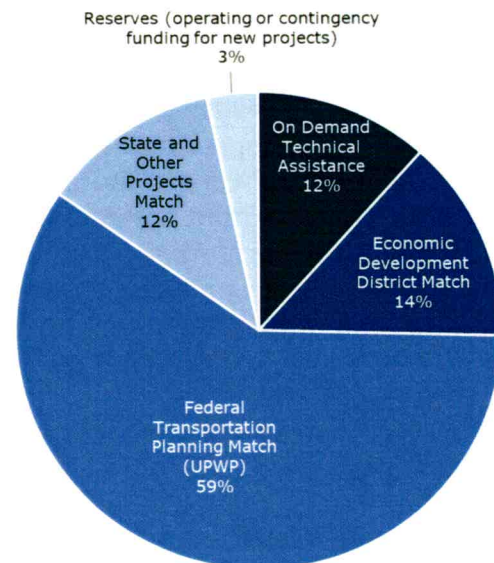
FY2025 Budget and Dues

Total dues are assessed at \$137,670. Nottingham is not currently a dues-paying member. Municipal dues comprise 5% of SRPC's total revenue and are primarily used to leverage other funding sources.

SRPC Revenue Sources



SRPC Budgeted Dues Utilization



85% of the total municipal dues are used to match other funding sources.

Program	Leveraged Funds	Dues Match
Economic Development District (EDD)	\$70,000	\$17,500
Federal Transportation Planning (UPWP)	\$735,196	\$81,688
Other Grants	\$25,000	\$7,150
Safe Streets for All Grant*	\$200,000	\$7,750
TOTAL	\$1,030,196	\$114,088

*Grant funds to support planning for all 4 NH MPOs with match equally contributed by each.



Town of Middleton

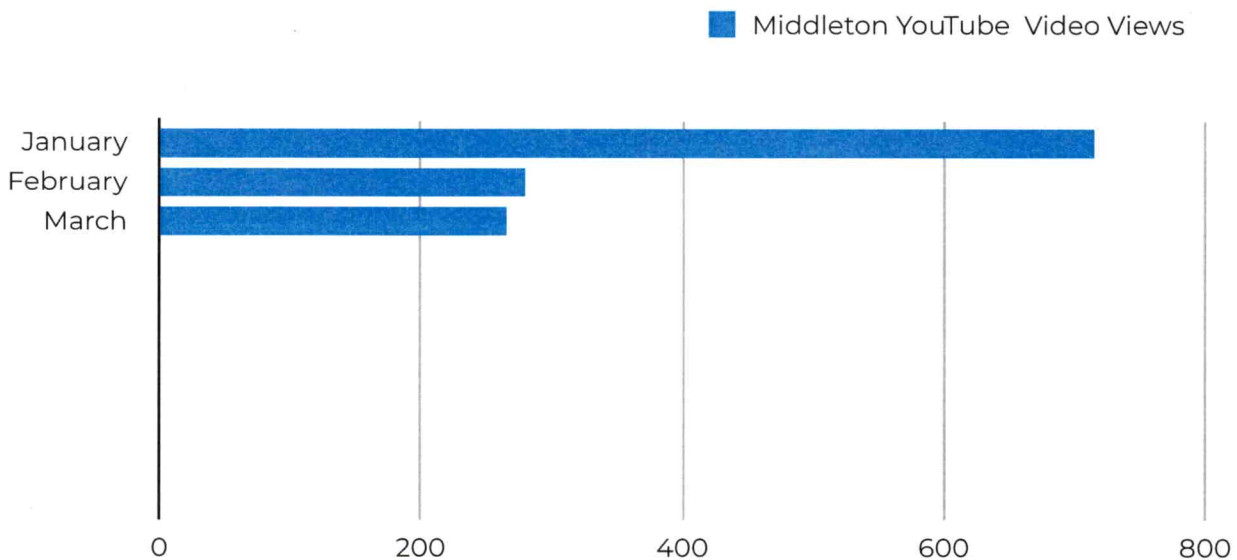
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Social Media Report

✓ Middleton's digital communication channels demonstrated continued reach and engagement during March 2025. On Facebook, 25 posts featuring town updates and live events reached 1,925 residents and generated significant viewership (37,876 views). Engagement remained steady with 314 interactions and 1,553 visits, while the page added 11 new followers.



new The YouTube channel complemented this with 12 new videos, resulting in 265 views from 207 unique viewers and accumulating 40 hours of watch time. Viewership was almost evenly split between live streams (133 views) and on-demand content (132 views). The channel also gained 3 new subscribers. Notably, coverage of the Annual Town Meeting, a Select Board meeting, and the 2025 Candidates Forum were key content pieces during the month.





Town of Middleton

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Social Media Report

Summary:

Middleton Social Media Summary - March 2025:

- **Facebook:** Reached 1,925 people (37,876 views) via 25 posts; gained 11 followers. Engagement included 314 interactions from 1,553 visits.
- **YouTube:** Added 12 videos, receiving 265 views (207 unique), 40 watch hours, and 3 new subscribers. Views were balanced between live (133) and on-demand (132).
- **Key Content:** Key content included broadcasts/recordings of the Annual Town Meeting, Select Board meetings, and other Middleton town board and committee meetings.



Town of Middleton

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Middleton ZBA Meeting Highlights - March 18, 2025

Middleton ZBA Meeting Highlights - March 18, 2025:

- Approved minutes from previous meetings.
- Elected new leadership: Jim (Chair) and Lori (Vice Chair).
- Addressed building permit clarity: Discussed improving communication and potentially listing what structures require permits.
- Discussed permit compliance: Raised concerns about adherence and considered enforcement strategies.
- Optimized meeting schedule: Decided to convene only when specific applications or issues require discussion.

Middleton ZBA Meeting - March 18th, 2025

The Middleton Zoning Board of Appeals (ZBA) Meeting held on March 18, 2025, addressed administrative procedures, reviewed past meeting minutes, and discussed building permit applications. Key decisions included the nomination of a new chairman and vice chair as well as concerns regarding the clarity and requirements of building permits in the town. The discussion focused on improving communication about permit requirements and ensuring adherence to zoning regulations.

Key Points:

Meeting Minutes Approval

The board members reviewed and approved the minutes from their previous meetings. They ensured they were all on the same page regarding the content of the minutes, including discussions about prior applications and procedural votes.

Nomination of Chair and Vice Chair

Jim was elected as the new chairman, while Lori was selected as the vice chair of the ZBA after nominations and voting among board members. This change in leadership is intended to bring new perspectives to the meetings.

Building Permit Application Discussion

The board discussed the requirements and the process for obtaining building permits, emphasizing the need for clear communication regarding what structures require permits. The board considered creating a list of what does and does not require a permit to avoid confusion among residents.

Addressing Permit Compliance Issues

There was concern about residents not adhering to permit requirements, often leading to complications in town regulations. Suggestions were made for how to better enforce the rules and ensure residents understand the importance of obtaining permits before construction.

Future Meetings Structure

The board decided to hold meetings only when there are applications or pressing issues to address, streamlining operations and making better use of their time. They agreed to reconvene as necessary to discuss relevant matters.