

## Planning Board Meeting Minutes

November 18, 2021

### Board Members:

Roxanne Tufts-Keegan  
Lee Britton  
Janet Kalar  
Tracy Donovan-Laviolette

### Public Attendance:

Bonnie Gagnon

Meeting called to order by Roxanne Tufts-Keegan who is covering Chair for Mackenzie Brisson who was unable to make tonight's meeting.

Meeting called to order at 6:33 pm

Acceptance of minutes from November 4, 2021, with an amendment of spelling, Janet makes a motion to accept and Tracy seconds. All in favor.

### New Business:

-Planning Strategies (Reading the Master Plan, editing, discussion)-Handouts were given to the planning board members. Roxanne is not sure what Mackenzie had in mind for this, so she asks to table this until the next meeting. Board is in favor.

-Strafford Regional Planning Visit is scheduled for December 9, 2021. There was a mistake on the date originally given. December 9 is the correct date.

-Budget Discussion- warrant article or Budget line- Roxanne explains that the Budget Committee met with the Selectmen and the Department heads this past Monday night. Mackenzie presented the budget for the Planning Board. She wanted us to come back to discuss the Planning Consultant Line. I think initially it was in there for \$1. Legal was \$5,000. The amount we would be looking for is \$25,000, do we want to keep it in the Planning Board's budget line item of \$25,000 or do we want to do a warrant article. I will open this up for discussion.

Janet believes Mackenzie wants to leave it in the budget line. I know Mike was trying to talk her into putting it in a warrant article, based on a couple things, he said Monday night that trying to get \$30,000 knocked off the budget, with \$10,000 coming from 3 different departments. She thinks that his concern was putting \$25,000 back into the budget. Roxanne asks Lee if he has a thought on this, coming from the BOS. Lee thinks the BOS has found the money. Roxanne asks so you do not think they are leaning either way whether to put it in the budget line or a warrant. Roxanne thinks it will be an easier vote with the money in the line item, than it will be being a warrant article.

Janet says when it comes to town meeting Mackenzie is going to have to get up and explain and if she doesn't do it then the moratorium will be in hot water. This is a one-time thing. She also thinks that next year, not this year we should make a capitol reserve fund for the Planning Board for future work on the master plan. The town could add a few thousand dollars each year because you are going to need it down the road, instead of having to come up with this all at once. The emergency plan for the village district was just done, we figured \$20,000 it ended up costing \$19,000. If an engineering company can come in and do an emergency plan from here to Rochester with maps and all, and it only cost \$19,000.

We are not trying to put together a Master Plan we are trying to update it. It should not cost us any more than that.

Roxanne thinks that we will leave it as it is. She doesn't think there is any decision to be made because of it being in that line item and no one is saying let's do it another way. We had the discussion and I think we are good on that.

### **Old Business:**

-Plan 2 meetings for December-  
The Board decided on-

Thursday December 9, 2021, at 5:00 pm  
Thursday December 16, 2021, at 6:30 pm

The board agrees with this and if Mackenzie would like to add on another meeting, she can reach out to us.

-Community Planning/Engagement night for Thursday December 9, 2021, at 5:00 pm.  
Roanne explains from the last meeting that Mackenzie would like to try and get more community engagement and input with the Planning Board. It is a great idea and as with any other community meetings, how do you get people to come? So, we can put it out on social media, the town website and we will see how many people show up. We will see what we get and get ideas from the people.

### **Public Comments:**

Roxanne asks if Bonnie Gagnon is here to show interest in being an alternate on the Planning Board. Bonnie says she may be.  
Tracy asks if there is a conflict if there are 3 Budget Committee members on the Planning Board. We were not sure, so Janelle will investigate this and get back to the Board with an answer and let Bonnie know.

### **Board Comments:**

Roxanne: we have so much going on. With the moratorium, it is basically a case-by-case basis.  
Janet suggests maybe getting the new code enforcement officer to come into a meeting and introduce himself to us.  
Lee says you are going to have to pay him. It takes his time away from inspections and his work.  
Roxanne asks if he is usually around during the day. Lee says he is in Monday and Wednesday mornings and it is either Thursday and Friday as well not sure which day.  
Tracy adds that it doesn't hurt to extend an invitation for him to come on his own. Janet says he doesn't need to stay for the whole meeting just to introduce himself. So, he knows who he is dealing with.  
Janet brings up the guy with the 35 acres for the subdivision. Once we give him a subdivision permit, he can pretty much do what he wants with it. But that is the whole purpose of the moratorium.

Roxanne: so, you mean if he subdivides...Janet interrupts so if he decides to take that 35 acres and subdivide it into 5 acre lots instead we cannot stop him at that point because we gave him the ok.

Roxanne: No, the subdivision he is asking for is to subdivide 35 to 25 and 10. If he changes that then I think we would have recourse for that. I think its going to be 25 and 10 because 10 is the minimum for current use.

No further comments.

Roxanne entertains a motion

Tracy makes a motion to adjourn the meeting at 6:52 pm. Lee seconds.

Meeting adjourned.

Respectfully submitted by:

Janelle Guarino  
Planning Board Secretary

DRAFT