

Planning Board Meeting Minutes
Thursday December 16, 2021

Board Members:

Mackenzie Brisson
Roxanne Tufts-Keegan
Jill Brown
Janet Kalar

Public Attendance:

None

Meeting called to order 6:30pm by Mackenzie.
Pledge of Allegiance

Acceptance of Minutes from December 9, 2021, tabled to next month.

New Business:

-Appointing of new board member. Roxanne makes a motion for Jill Brown to fill the position of Planning Board Member. Jill has to decline the position, due to not having the time to put into the position and that would not be fair to the board. She wishes to stay and alternate member. Roxanne then makes a motion for Jane Kalar to fill the position of full voting member for the Planning Board. Mackenzie seconds all are in favor and Janet accepts.

Old business:

-MRI update: Mackenzie worked on this and there is a lump sum fee of \$20,000.00 which divides up as listed.

\$5000.00 on agreement

\$8000.00 on draft completion

And Balance on completion of project.

-Budget discussion-ARPA: The Planning board requested \$25000.00 in the proposed budget with a consulting line.

Roxanne asks how long the agreement with MRI is good for, Mackenzie states good from 12/23/2021 and it takes 12 months to complete.

Janet states that we should contact Laura at legal to see if the selectmen have to sign this agreement. Roxanne asks where the \$5000.00 is coming from, they will need to talk to the Selectmen at the next BOS meeting which is the 27th of December. Mackenzie will be put on the agenda for the next BOS meeting.

Regarding ARPA, Mackenzie emailed NHMA Legal inquiring if the Master Plan would be covered under ARPA Funds. Right now there is a town that is updating with ARPA Funds and Watershed is included. Based on a BOS meeting it is hard to get fund for the Master Plan. The selectmen are talking of using the funds for Broadband.

Jill states if the funds can be used for this then it needs to be pushed. This needs to be done and Taxpayers should not be impacted. Jill states that Joe Varga was going to inquire with legal on this. Mackenzie will also contact legal to inquire about ARPA fund use.

-Silver Street and Jordan Drive update:

Roxanne: it is 2 different tax maps. Map 2 lot 7 and map 1 lot 11

Mackenzie with inquiring about a road looking at the tax maps it makes sense. Landowner permission will be needed from the abutters. Also, the state owns a portion. To get from Jordan drive to silver street you have to go all the way around. To put a road in it is direct access. 60 acres plus 90 acres. It is possible of needing boundary line adjustments. Mackenzie will send an email and have this confirmed. Roxanne says if he is not doing a subdivision right now, putting a road in would make it a private road. The issue is the 2 abutters. It does overlap someone else's property. DES would need to be involved for water crossing etc. With wanting to subdivide, we are not doing that now with the moratorium.

Public Comments: None

Board Comments:

Roxanne: Last week Jen from SRPB the commissioners are Jon and Janet Hotchkiss, they have stepped away from most of the town involvement. Should we consider looking into new commissioners? The Planning Board would have to elect them and the BOS would appoint them. We need clarification on how this works so we can proceed. Mackenzie says she can reach out to Jon and Janet and ask if they are still involved.

Jill noticed it was determined Middleton's low-income housing percentage is 17%. Roxanne says we are not deficient we meet the criteria for affordable housing.

Mackenzie welcomes Janet Kalar as a full voting member.

Next meeting will be our regular meeting on Thursday January 13,2021 we will decide then if we need to meet additionally that month.

Roxanne makes a motion to adjourn at 7:10 pm Mackenzie seconds all in favor.

Meeting adjourned 7:10 pm

Respectfully submitted by:

Janelle Guarino
Planning Board Secretary