

Planning Board Meeting Minutes
Town of Brookfield, NH
267 Wentworth Road
Brookfield, NH 03872

Thursday, June 21, 2018

- I. **Chairman David Champy II called the meeting to order at 6:30 PM.**
- II. **Roll Call: Members, Alternates, Appointment of Alternates per RSA 673:11,673:12.**
 - A. Members present: Chairman David Champy II, Vice-chairman Geary Ciccarone, Ed Comeau, Dianne Smith, Tim Straz, Steven Bailey and Selectman Rick Surette.
 - B. Alternates present: (None).
 - C. Members and Alternates absent: (None).
 - D. Members Tardy: (None).
- III. **Appointment of Alternates per RSA 673:11, 673:12.**
 - A. (None).
- IV. **Public Comments.**
 - A. Susan Zelek presented a map of property located at 112 Clark Road (Map 18 Lot 14) and stated her intention to subdivide the property, making two lots.
 1. Chairman David Champy II pointed out that the Zoning Ordinance requires more road frontage than is available, therefore producing a nonconforming lot.
 2. Chairman David Champy II made the following suggestions-
 - a. Approach the ZBA to apply for a variance.
 - b. Consider the addition of an attached accessory dwelling unit (which is permitted by the Zoning Ordinance).
 3. Susan Zelek suggested that another possibility would be to gain frontage by acquiring land from a neighbor through a lot line adjustment.
- V. **Announcements/Correspondence/Mail.**
 - A. The latest copy of *Convene* magazine will be available in the common office.
- VI. **Review and Possible Approval of the May 17, 2018 Meeting Minutes.**
 - A. A copy of the May 17, 2018 meeting minutes was distributed to Planning Board members.
 - B. **Motion: Ed Comeau made a motion to accept the May 17, 2018 meeting minutes as presented.** Second: Vice-chairman Geary Ciccarone. The motion passed unanimously excepting one abstention.
- VII. **New Business-**
(None).

VIII. Old Business-

A. Payment of Click2Mail for the Publication and Distribution of Surveys.

1. Chairman David Champy II stated that the Click2Mail requires credit card payment to proceed.
2. The administrative assistant reported that he had contacted the town treasurer who suggested that the Chairman request that she make the payment and she would approach the Selectmen for authorization.
3. Tim Straz volunteered to reformat the survey for posting on Google Survey. Chairman David Champy II volunteered to supply Mr. Straz with a digital copy.

B. Agritourism.

1. Chairman David Champy II explained that he had been approached by individuals regarding agritourism with the intent of building cabins for overnight guests.
2. Chairman David Champy II commented that he had reviewed the requirements of the Zoning Ordinance and had concluded that any building of cabins must conform to the ordinances regarding the addition of any structure and at this time there is no ordinance that allows for an unattached accessory dwelling unit.
3. Vice-chairman Geary Ciccarone suggested that since the RSAs allow for overnight stays for agritourism that the Planning Board should consider conforming to the entire regulation as mandated by the state. A general consensus concluded that cabins would still have to conform to the town's regulatory requirements.
4. Vice-chairman Geary Ciccarone suggested that the town attorney should be contacted regarding agritourism and the allowance for overnight stays.

C. Detached ADUs.

1. Chairman David Champy II postponed consideration of detached ADUs pending results from the survey.

D. Discussion Regarding SRPC Dues.

1. Chairman David Champy II explained that SRPC has requested a signature for the refusal to pay dues.
2. There was some discussion regarding the benefits of the SRPC-
 - a. The provision of services such as mapping and information regarding hazard mitigation. Dianne Smith volunteered to research services that SRPC provides.
 - b. There was some encouragement to stay involved with SRPC regardless of nonpayment of dues.
3. **Motion: Dianne Smith made a motion that the Planning Board inform the Selectmen of the Planning Board's wish to not pay dues and that a denial letter be signed.** Second: Steven Bailey. The motion passed with five in favor and two opposed.

E. Revision of the Rules of Procedure.

1. The following necessary changes were noted;
 - a. In article VIII, 1.3- replace “public places” with “appropriate places”.
 - b. Replace all references to the Stoneham Road bulletin board with “the website”.
2. Chairman David Champy II volunteered to make all the proposed changes to the Rules of Procedure.
3. Change the bottom of the agenda notification regarding posting locations.

IX. Public Comments.

(None).

X. Member Comments.

- A. **Motion: Chairman David Champy II made a motion that the Planning Board member comments be limited to two minutes and discussion be limited to two minutes.** Second: Ex-officio Rick Surette. The motion did not pass.

XI. Adjournment

At 8:06 PM the Planning Board meeting was adjourned.

Respectfully submitted by
George Nick, Administrative Assistant.

_____ Date 7/19/18