

**Moultonborough Planning Board**  
**P.O. Box 139**  
**Moultonborough, NH 03254**

**Regular Meeting**

**April 9, 2014**

**Minutes**

Present: Members: Josh Bartlett, Scott Bartlett, Rich Kumpf, Joanne Farnham, Kevin Quinlan, Ed Charest; Russ Wakefield (Selectmen's Representative)  
Alternate: Tom Howard  
Staff Present: Town Planner, Bruce W. Woodruff; Administrative Assistant, Bonnie Whitney

**I. Pledge of Allegiance**

As senior member, Mr. J. Bartlett called the meeting to order at 7:00 P.M. Mr. J. Bartlett stated that at this time there were no alternate members to be seated to fill the vacant seat. He then noted that the Board was in receipt of two letters of interest, one from Ed Charest and one from Tom Howard, expressing interest to serve as Alternate Members of the Planning Board. Mr. Charest and Mr. Howard were present this evening, each briefly giving their background of prior experiences serving on town boards.

**Motion:** Mr. S. Bartlett moved to appoint Ed Charest and Tom Howard as Alternate Members of the Planning Board with terms that will be staggered in accordance with State Statute, seconded by Mrs. Farnham, carried unanimously.

As Mr. Charest and Mr. Howard were appointed as alternates, the Chair noted that there was one vacancy for a full member and that the statute allows for the appointment of one of the board's alternate members to fill a vacancy on the board until that vacancy is permanently filled at the next election.

**Motion:** Mrs. Farnham moved to appoint Ed Charest as a full voting member of the Planning Board until the next election to be held in March of 2015, seconded by Mr. Wakefield, carried unanimously.

**II. Approval of Minutes**

**Motion:** Mr. Wakefield moved to approve the Planning Board Minutes of March 26, 2014, as written, seconded by Ms. S. Bartlett, carried unanimously.

**III. New Submissions**

**IV. Boundary Line Adjustments**

**V. Hearings**

**VI. Informal Discussions**

**VII. Unfinished Business**

1) 2014 Board Organization – Election of Officers

Mr. J. Bartlett noted the need to elect their Officers and review their Policies and By-laws. Mr. J. Bartlett called for nominations for Chairman.

**Motion:** Mrs. Farnham moved to nominate Josh Bartlett as Chairman.

**Motion:** Mr. S. Bartlett moved to nominate Rich Kumpf as Chairman.

**Motion:** Mr. Wakefield moved to nominate Ed Charest as Chairman.

There were no other nominations. Members briefly discussed the three candidates nominated for Chair with each giving their background and qualifications for being elected as Chair. Mr. J. Bartlett called for a vote for each nominee, with Mr. Charest and Mr. Kumpf each receiving two votes, and Mr. J. Bartlett receiving three. By vote of the seated members, Mr. Josh Bartlett was elected as Chairman.

As Chair, Mr. J. Bartlett continued with the organizational meeting and called for nominations for Vice Chairman. Mr. Kumpf stated he would be willing to serve as Vice Chair. There being no other members expressing interest to serve as Vice Chair, Mr. Kumpf was elected to that position.

## 2) Appointment of Board Representatives to Other Boards & Committees

Mr. J. Bartlett stated that the Planning Board needed to appoint a Planning Board member to be the representative to the Master Plan Implementation Committee (MPIC) and to the Capital Improvements Program Committee (CIPC). It is optional if they wish to appoint a Planning Board member to be the representative to the Conservation Commission (Con Com).

Members discussed each of the committee's starting first with the MPIC. It was noted that Ms. Farnham was currently serving on the MPIC as a Member at Large. There being no other member expressing interest to serve on the MPIC she was appointed as the Planning Board representative.

It was noted that Mr. J. Bartlett was currently serving on the CIPC as a Member at Large. There being no other member expressing interest to serve on the CIPC Mr. J. Bartlett was appointed as the Planning Board representative.

The last appointment was the Con Com. It was noted that an appointment of a Planning Board representative was not mandated and that there could only be one member serving on more than one Land Use Board. Ms. Farnham and Mr. S. Bartlett both expressed interest to serve as the Planning Board representative to the Con Com. After a brief discussion members took a vote, with Ms. Farnham receiving one vote and Mr. S. Bartlett receiving four votes. Mr. S. Bartlett was appointed to serve as the Planning Board representative on the Conservation Commission.

## 3) Review of Policies and By-Laws

Board members had been provided with a copy of the policies approved in 2013. The Chair stated the importance of the Policies, particularly noting Section VII, Code of Conduct, paragraphs C & D. He then asked for any comments or questions. The Planner commented that there is a model prepared by the Office of Energy and Planning which was sent to the members along with the approved 2013 policies. Members had reviewed the two documents. He believes that there are some areas that could be improved upon on added to with regard to the current boards Policies and By-Laws. There are anachronisms in the policies in regards to tapes and taping that are not correct anymore. He suggested that the Board approve the Policies as presented this evening, knowing that they can work on a new draft, reviewing and massaging it, and reapproving a new one at a later time in the year. Mr. J. Bartlett commented that there is a Town Code of Conduct going into effect July 1<sup>st</sup>, he would like to suggest they coincide with that time frame. Members were in agreement with the suggestion of both the Chair and Planner. Mr. Kumpf stated

that he had reviewed both documents and there were two suggestions he made. First was a roll call of members who were present and second was to record in the minutes the actual votes on a motion by roll calling. Mr. Woodruff stated that he would prepare a draft with the suggested changes for the Board's consideration. He noted the importance of the By-Laws and suggested re-approving the 2013 policies as written until such time the draft is prepared and reviewed later. Members were in agreement with this.

**Motion:** Mr. Kumpf moved to accept the Policies of the Planning Board as presented this evening, seconded by Ms. Farnham, carried unanimously.

### VIII. Other Business/Correspondence

#### 1. Review and Discussion of Alternate Drafts for Master Plan Vision Statement & Vision Chapter

Members were provided with two drafts, Vision Section Draft Alternative one, March 31, 2014 and Master Plan Introduction and Vision draft alternative two, 4/8/2014. Members referred to these documents with Mr. Kumpf making a comment on draft two regarding the section on Transportation / Communications. He suggested beefing up this statement to indicate that part of our vision is to move Moultonborough towards a 21<sup>st</sup> century broadband infrastructure that would support 21<sup>st</sup> century types of industries in town to allow communications to be available eventually to everybody that would want it, broadband high speed communication. Mr. Kumpf will work on draft language for his suggestion.

Mr. Wakefield referred to Alternative one, Core Principals, number 3, commenting he had a hard time understanding what number 3 is trying to say. After a brief discussion members would like to change "18<sup>th</sup> century community" to 19<sup>th</sup> century community.

Mr. Woodruff weighed in on this, stating that these were just drafts and that they were based on several things. The survey results, comments from the three speak out Moultonborough sessions and from comments during the visioning session that the Planning Board and MPIC held on January 29<sup>th</sup>. He noted specifically #8, from the Moultonborough Vision Summary Draft. The bullet language is what was settled on at the vision session "The Town shall use good ordinances, planning practices and other adopted policies to encourage and **attract 21st century growth while maintaining 18th century character.**" They were not saying it was an 18<sup>th</sup> century town, but the look of the structures is 18<sup>th</sup>-19<sup>th</sup> century. It goes onto say that "It is likely that the Town will be best suited for knowledge-based, creative cottage industries and small business and should be welcoming to such. In a traditional New England village..." He felt that's what they meant by 18<sup>th</sup> century character.

Mr. Howard pointed out for clarification a comment he made as stated in the Casey Vision Statement. It reads "Tom – some entities that will come here will be tourists related. We can't set our regulations so that a business cannot settle in the area." He stated that he was actually making a comment that was more specific and was related more to the residential/agricultural zone, that we need to recognize that we are a tourism area and tourism related businesses may best suited in a residential/agricultural zone, or something that falls into that zone, not on Route 25.

There was a question from the audience as to where or who had prepared the two drafts and if they were available for the public to view. Ms. Nancy Wright noted that three speak out Moultonborough sessions and the visioning session that the Planning Board and MPIC held on January 29<sup>th</sup> were recorded and are available for the public to view on the Moultonboro Speaks website. The Planner stated that he had prepared the drafts for the members to review. In the last update of the master plan, the Town had contracted with an outside consultant to prepare draft language. He stated that the two drafts members were reviewing this evening can be put on the Town's website for the public to view. It was the decision of the board to continue the Discussion on Drafts for Master Plan Vision Statement & Vision Chapter to their April 30<sup>th</sup> Work Session.

The Board took a five minute break at this time.

2. Training – Plan Reading - Right to Know Law

The Planner conducted a one hour Power Point and video presentation training on these two topics.

**IX. Committee Reports**

- X. Adjournment:** Mr. S. Bartlett made the motion to adjourn at 9:28 PM, seconded by Mr. Quinlan, carried unanimously.

Respectfully Submitted,  
Bonnie L. Whitney  
Administrative Assistant