

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

Regular Meeting

June 11, 2014

Minutes

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

I. Pledge of Allegiance

Mr. J. Bartlett opened the regular meeting at 7:00 PM and led the Pledge of Allegiance. He then appointed Tom Howard to sit on the board with full voting privileges in place of Joanne Farnham.

II. Approval of Minutes

Motion: Mr. Wakefield moved to approve the Planning Board Minutes of May 28, 2014, as amended, seconded by Mr. Charest, carried unanimously.

III. New Submissions

IV. Boundary Line Adjustments

V. Hearings

VI. Informal Discussions

VII. Unfinished Business

1. Finalize Invitation List of Stakeholders for Land Use Section
2. Discussion on next steps/schedule Land Use Section Stakeholder Group

The Planner noted that at the last meeting members discussed and drafted a list of the types of people who should have an input in the future of the Town. They identified some general categories where there might be stakeholders who may be interested in serving on a working group to help develop the land use section. There were about a dozen or so category's and a general call to the general population for stakeholders. He noted some of the things they may want to ask them is whether they were concerned with the ability to remain in Town viably for themselves or their children.

Members had been asked to provide names and suggestions for individuals who fall into those areas on the list. Unfortunately the list was not sent out to the members for them to get suggestions back to the Planner. Mr. Wakefield had provided a short list of people who are direct users of the ordinance and regulations. Mr. Woodruff emailed members Mr. Wakefield's list along with a list of Realtors (not a comprehensive list) and a list that was developed by the Broadband group which can be used in many instances where you are trying to reach out with either a message or an invitation to do something in town. You would contact these individuals, contractors, businesses, etc. letting them know what we are doing with the Land Use Chapter and the Transportation Chapter and it appears they may be a potential stakeholder, would you want to participate in the process.

There was a suggestion of things that should be included in this invitation or discussed face to face with potential stakeholders. It would be helpful to define what their expectation is of someone who might be interested. What type of time commitment is expected, scope of effort, areas of interest? There should be a paragraph of explanation to help them understand what they are signing up for.

Mr. Woodruff next spoke to the next steps/schedule for the Land Use Section for a Stakeholder Group. He provide a draft for discussion for Draft Chapter Outlines, noting this provided a list of what needs to be done and in what order. He stated they could add to or delete from this draft. Mr. Woodruff suggested that there be a separate subcommittee of the board or a focus group of three or four members that could match names, businesses, etc. with each category on the list in order to prepare to send out an invitation. The emphasis is to have stakeholders that are residents of Moultonborough or who have their business in Moultonborough, as well as those who do work on a regular basis in Town. Board members asked for input from the Code Enforcement Officer as well.

The Chair asked if there were any members of the Board who would be willing to work in a subcommittee to complete the list of suggested stakeholders, and to prepare an explanation and invitation language as to what they are trying to do, as well as preparing questions for the stakeholders to answer. This could include things such as are you willing to give up one evening a month for a work shop, are you a stakeholder, why is this important to you. Russ, Scott and Josh indicated they were interested and would be willing to work in a subcommittee of the board. They will meet on Wednesday, June 18, 2014 at 1:30 PM.

3. Review “More than one dwelling unit on a lot” warrant article language

Mr. Woodruff stated that this was a follow up from a hearing at the last meeting in which there was a question regarding more than one dwelling on a lot. He provided members a copy of the 2001 warrant article language and read it into the record. There was a brief discussion as to the need to reword the language in the ordinance for clarification. The warrant language spoke to why the applicant was before the board, but it did not give the frame work of how to do it. Does it need to be an actual survey or subdivision of a parcel? Mr. Woodruff commented that there were two parts to this in the ordinance one says that you can do this and the second says its needs to be subdivided. Mr. Woodruff will prepare draft language for the boards review to be place on the warrant articles for 2015.

VIII. Other Business/Correspondence

1. Voluntary Merger – Mayflower Lane Realty Trust (99-33 & 99-34)(7 Mayflower Lane)

The Chair asked if there were any questions.

Mr. Woodruff stated that he'd like to report that the information on the form is correct and what the board would be approving is to authorize the Chairman to sign the application for merger.

Hearing no questions the chair called for a motion.

Mr. Quinlan stated for the record that he is the President of the Balmoral Association and he then stepped down from the Board for the request submitted for Mayflower Lane Realty Trust.

Motion: Mr. Wakefield moved to acknowledge the voluntary merger application for the Mayflower Lane Realty Trust (99-33 & 34), authorize the Chair to sign the voluntary merger document for recording in the Carroll County Registry of Deeds and to forward it onto the Assessor and Tax Collector, seconded by Mr. Kumpf, carried unanimously.

Mr. Quinlan returned to the Board at this time with full voting privileges.

2. Request for Extension – TM 23-15 & 18-18 BLA

The Chair stated that the Board was in receipt of a request an extension of the requirement of the Subdivision Regulation Section 5.4, requiring that all documents, including executed deeds, be filed within 120 days of the approval. Mr. J. Bartlett read the request for the extension into the record.

Mr. Woodruff stated that the applicants have had the deeds prepared but as one of the properties involved is the airport the deeds must be approved by the Attorney General's Office. The deeds have been sent to the state and the applicants are awaiting their approval and therefore have requested an extension to October 11, 2014.

Motion: Mr. Kumpf moved to grant an extension of the requirements of Section 5.4 of the Subdivision Regulations to October 11, 2014, for Map 23, Lot 15 and Map 18, Lot 18 at 1225 Whittier Highway & 39 Airport Road, respectfully, for Trey & Anthony Wilson and Moultonboro Airbase, LLC., seconded by Mr. Charest, carried unanimously, with Mr. Howard abstaining.

IX. Committee Reports

1. Village Vision – The Chair updated the Board reiterating what he stated at the last hearing regarding the fact that they discussed at length how the survey will be distributed, to whom the survey will be distributed, and the cost of the various options for distribution (web survey, mass mailing via regular mail, email alert, make paper copies available at library, tax payer list, voter list, etc.). They did go before the Board of Selectmen and agreed to a budget amount of \$5,000. The committee will figure out how best to accomplish the distribution for the budgeted amount or less.

Once again he stressed the importance of all board members being aware of what is going on with this committee, and encouraging people to attend the meetings.

The next meeting is scheduled for Tuesday, June 17th at 7 PM.

Mr. Wakefield stated that the BoS had noted the passing of Jim Zelek and the need for another committee member.

2. Broadband – Mr. Kumpf briefly updated the Board stating that the working group held their last meeting before their summer break, meeting again in September. Their goal at the September meeting is to report to the BoS what the status of broadband availability in Moultonborough is as best as they can determine and to have an outline of how they are going to come back to them and suggest what they should do about it. He reminded all of the campaign that will run through Labor Day in which individuals can go to a web site (iwantbroadbandnh.org) [click here](#) to take a Broadband Survey and speed test.

X. Adjournment: Mr. S. Bartlett made the motion to adjourn at 8:29 PM, seconded by Mr. Charest, carried unanimously.

Respectfully Submitted,
Bonnie L. Whitney
Administrative Assistant