

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

Regular Meeting

April 22, 2015

Minutes

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

I. Pledge of Allegiance

The Chairman, Mr. Bartlett, opened the regular meeting at 7:00 PM and led the Pledge of Allegiance. He then appointed Kathi Margeson to sit on the board with full voting privileges.

II. Approval of Minutes

Motion: Mr. Kumpf moved to approve the Planning Board Minutes of March 25, 2015 as amended, seconded by Mr. Charest, carried unanimously.

III. Other Business/Correspondence

1. The Chair noted that the Board was in receipt of a letter of interest from Al Hoch expressing his interest to serve as an Alternate Member of the Planning Board. Mr. Hoch was present this evening and spoke briefly with the board giving his background and qualifications he felt that would qualify him to serve on the board.

Motion: Mrs. Farnham moved to appoint Al Hoch as an Alternate Member of the Planning Board with a term ending in March 2018, seconded by Mr. Charest, carried unanimously.

2. The Planner reminded members that the Annual OEP Spring Planning and Zoning Conference will be held on Saturday, May 2nd at the Grappone Conference Center in Concord, NH. Mr. Woodruff noted that the town van has been reserved for those who wish to carpool to the conference.

3. The Planner stated that both he and the Chair had worked on language to be added to their Policies. This would be additional information and guidance on the conduct of public hearings that come before the Board. Members reviewed the proposed language noting that they would provide for better structure for how they conduct public hearings. There being no further discussion a motion was made to approve the Policies as amended to include the language as proposed.

Motion: Mrs. Farnham moved to approve the Policies of the Moultonborough Planning Board as amended this evening, seconded by Ms. Margeson, carried unanimously.

4. The Planner noted included in the member's packets was a final copy of their 2015 Work Plan and that it should be added to their binders.

IV. Training and Discussion

NH RSA 91-A Refresher Training - The Planner stated that he had planned on conducting a refresher training for both the Planning and Zoning members, and other Land Use Boards. However, as some may be aware, Selectmen Bartlett has contacted the NH Municipal Association regarding Right to Know Training. There will be a training held on May 4th which will be open for all members of boards, committees, work groups and department heads to attend. Therefore Mr. Woodruff briefly touched on the materials relating to NH RSA 91-A, Right to Know.

Discussion on Draft Broadband Revision to Subdivision Regulations - The next item for discussion was relating to Broadband. The Chair stated that this was a result of the Broadband Committee that worked to access the extent of Broadband in town, where there are gaps, or no service, etc. One thing that came out of this was a recommendation by the Broadband Committee to amend our regulations noting that it is a very important component in regards to subdivisions. The Planner prepared suggested draft language changes to the Subdivision Regulations and the Site Plan Regulations.

The Planner provided members with proposed changes to the regulations. Members reviewed them and brief discussion ensued with one member suggesting that they modify or define the words a little bit. Mr. Kumpf stated the committee felt getting this into the regulations was very important if they want the town to develop towards the future. Mr. Kumpf explained the different types of technologies and commented that the wording proposed is outdated language and feels that it needs “current technology” wording. Mr. Kumpf offered to work with the Planner to revise the language for the proposed changes that would better accomplish the goal. After further discussion it was the decision of the board to continue this agenda item to allow Mr. Kumpf and the Planner to revise the language.

Motion: Mr. Quinlan moved to table the discussion on Draft Broadband Revisions to the Subdivision and Site Plan Regulations to April 29, 2015, seconded by Mrs. Farnham, carried unanimously.

Mr. Woodruff next went on to say, as stated by the Chair at the beginning of the meeting, the Board has a work session next week, and that there is no need to rush through all of the material this evening. His intent on several of the remaining handouts, which were handed out earlier in March, was to ask the question about whether the Board should do more in this regard. There were four handouts from the UNH Cooperative Extension relating to Planning and Public Health; Planning for an Aging Population; Why Demographics Data Matters; and Community Outreach and Engagement. He asked members if it makes sense for Moultonborough to initiate a discussion on things like this. Members felt that these were important and they will have further discussion on how this pertains to Moultonborough. The Planner noted the only one that would be considered informational was Why Demographic Data Matters.

A discussion then ensued regarding things such as not only aging in your home, but aging in your community, making sure that the community continues to exist. This can be done by looking at planning policies. You could look at making incentive zoning for such types of facilities needed for the community, such as a small medical facility. Another thing that could be done is to engage the older citizens into the planning effort. Members gave input on things that they felt were important needs for the community and how to go about planning for the future. If the Town is to grow as a community, things such as infrastructure for both water and sewer are needed. It was noted that things like this do not happen overnight and that this would require long time planning. Mr. Woodruff commented that this is about proactive planning by the Planning Board and not reactive planning to applications for development that are submitted. This is a tough thing for a planning board to be able to do.

The Planner offered to work with a few people to craft a few bullet statements that would kick start something that should happen here. Several members volunteered to form a task group that would scope

some of the items. That would then be opened up for public input at a round table discussion lasting about 90 minutes discussing some of the focused items that came out of the task group.

The Planner suggested that the remaining items and those the Board wished to discuss further be included on their April 29th Work Session. These items include: Guidelines for being an Effective Land Use Board Member, Discussion on the following: Better Cities & Towns - Dialing-in your zoning to fit your community, NHCPPS – Housing Needs in New Hampshire, Housing Solutions for New Hampshire – June 2014, Putting Smart Growth to Work in Rural Communities, Status Update on pending land use and planning legislation.

V. Committee Reports

1. The Chair reported that the Conservation Commission had conducted a site walk of the proposed solar array site for the New Hampshire Electric Co-op on Moultonboro Neck Road with access through Arcadia/Moultonboro Inc. (TM 165 -3 & 146-4). The site walk was in response to an application that has been filed with the NH DES for an Alteration of Terrain permit in which the ConCom could submit comments on. They reviewed the site and submitted a letter (enclosed in members packets) to NH DES. It has been noted that NHEC does not need to adhere to the zoning regulations or suggestions of the Planning Board. The Planner further added that this is a way to make sure that the applicant does some of the boards suggestions, because the State, if they so choose, can make them do some or all of the suggestions in the ConCom's letter. NHEC is exempt from local zoning. However they're not necessarily exempt from the Alteration of Terrain requirements and federal requirements.

2. Mr. Quinlan reported that the Master Plan Steering Committee (MPSC) held their first meeting on Monday. He noted those on the committee, their purpose and responsibilities and that they are advisory in nature only. Their next meeting is on May 4th at 5 pm. The Planner added that there is a webpage on the Town's website where you can find the agenda, minutes and materials. There is also a plea that the public attend these meetings and their input is not only welcomed but really encouraged. This is a way to steer, advise and give input on the findings and possibly the recommendations that come from looking at the demographics, data, master plan survey, and the visioning sessions that have been done. This is where the words will come from for updating the master plan.

3. Mrs. Farnham noted that a Master Plan Implementation Committee (MPIC) was to be held at 5:30 today and only two people were present. The question was raised if there was still a need for the committee. The Planner commented that they have one major task remaining which is to take a look at the matrix of all of the tasks that were outlined in 2008 and mark whether or not those should be carried over into the next plan.

In closing, the Chair noted that it was important to reach out to others and try to engage their interest in what's going on in town. There was a brief discussion on how information is distributed throughout the community. Mr. Quinlan commented that Balmoral has a monthly newsletter. Ms. Wright suggested that something could be added to the blog as that reaches a lot of people.

VI. Adjournment: Mrs. Farnham made the motion to adjourn at 8:34 PM, seconded by Ms. Margeson, carried unanimously.

Respectfully Submitted,
Bonnie L. Whitney
Administrative Assistant