

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

Thursday, June 18, 2015

- I. **Vice-chairman Rob Collins called the meeting to order at 6:39 PM.**
- II. **Roll Call: Members, Alternates, Appointment of Alternates per RSA 673:11,673:12**
 - A. Members present: Vice-chairman Rob Collins, Ed Comeau, David Champy II, and Selectman Bill Nelson stood in as an alternate for Selectman Rich Zacher.
 - B. Tardy: (none).
 - C. Alternates present: Dianne Smith
 - D. Members and Alternates absent: Chairman Rick Surette, Geary Ciccarone, Jim Freeman, Selectman Rich Zacher, John Merrigan.
- III. **Appointment of Alternates per RSA 673:11, 673:12.**

Vice-chairman Rob Collins selected Alternate Dianne Smith to participate as a voting member for the duration of the meeting.
- IV. **Public Comments.**

(None)
- V. **Comments Announcements / Correspondence / Mail.**
 - A. Vice-chairman Rob Collins announced the following:
 1. SRPC had submitted an invoice requesting dues of \$825.46 for the 2016 fiscal year. The invoice also contained a statement requesting that an attached form be signed if the Planning Board elects not to pay the dues. Vice-chairman Rob Collins stated that the decision whether to pay the dues would be discussed later in the meeting.
 2. SRPC had submitted an additional invoice requesting the payment of \$60.00 dollars for the New Hampshire Planning and Land Use Regulation books supplied to the Planning Board. Vice-chairman Rob Collins requested that the administrative assistant submit the invoice to the Town Treasurer for payment.
 3. A letter was received from the Board of Selectmen notifying the Planning Board of Town of Brookfield's intent to adopt land (Map 19 Lot 10), as authorized by RSA674:54 for governmental use, as a cemetery for the Town of Brookfield.

VI. Review and Possible Approval of the May 21, 2015 and May 28, 2015 Meeting Minutes.

- A. A draft of the May 21, 2015 meeting minutes was distributed to Planning Board members.
 1. Planning Board members reviewed the minutes.
 2. **Motion:** Ed Comeau made a motion to accept the May 21, 2015 minutes as presented. Second: David Champy II. The motion passed with four members in favor and one abstention.
- B. A draft of the May 28, 2015 meeting minutes was distributed to Planning Board members.
 1. Planning Board members reviewed the minutes.
 2. **Motion:** David Champy II made a motion to accept the May 28, 2015 minutes as presented. Second Ed Comeau. The motion passed with four members in favor and one abstention.

VII. New Business-

(None).

VIII. Old Business-

- A. Master Plan.
 1. Vice-chairman Rob Collins welcomed Planning Board members to discuss a procedure for amending the Master Plan.
 2. Ed Comeau suggested that a review of the RSA requirements would be an appropriate place to begin the process.
 3. Vice-chairman Rob Collins verbally read RSA 674:1.
 - a. There was some discussion about the requirement to amend the Master Plan periodically.
 - b. There was some discussion concerning budgetary constraints regarding the promotion of an amended Master Plan.
 4. Vice-chairman Rob Collins verbally read RSA 674:2I which refers to “smart growth”.
 - a. David Champy II verbally read RSA 9-B:3 which defines “smart growth”.
 - b. Vice-chairman Rob Collins stated that he had consulted with some representatives of SRPC about whether smart growth applies to Brookfield. Their response was that smart growth applies minimally if at all.
 5. Vice-chairman Rob Collins verbally read RSA 674:2II which lists the minimum requirements for the preparation and revision of a Master Plan.
Ed Comeau verbally read portions of the Brookfield Master Plan showing its conformance to the requirements of the RSA in:
 - a. The vision statement.
 - b. Land use.
 - c. And transportation.
 6. Vice-chairman Rob Collins verbally read RSA 674:3 and 4 which states that “the planning board may make surveys and studies, and may review data about the existing conditions” and probable growth demands.
 - a. There was some discussion as to obtaining population growth projections from OEP.
 7. Vice-chairman Rob Collins verbally read RSA 674:5 and 6.

8. Dianne Smith suggested that a committee might be advisable to revise the Brookfield Master Plan.
- B. Consideration of Organizations Providing Notification of RSA Revisions that Apply to Planning.
 1. State Representative Ed Comeau reported the following:
 - a. He provided a compiled list of changes in the New Hampshire Planning and Land-use Regulation book and presented the list to the Planning Board with a documented history of changes as they pertain to planning regulations.
 - b. Ed Comeau notified the Planning Board that language of presidential executive order 13575 regarding the “Rural Councils” has been incorporated into the RSAs and now allows commissions to accept “private gifts, grants, and donations” (RSA 9A:5).
 - c. The changes to 21:34-a, regarding “Farm, Agriculture, Farming” were discussed by the Planning Board and the implication of deleting milk from the language of the RSA.
 - d. Ed Comeau suggested that the Planning Board consider annually reviewing changes to the RSA as they regard zoning and planning.
 - e. Ed Comeau expressed interest in continuing research into changes to the RSAs and presenting his findings to the Planning Board.
 2. Planning Board members expressed appreciation for Ed Comeau’s presentation.

IX. Public Comments

After some discussion regarding the SRPC invoice for dues payment, the following motion was made:

- A. **Motion: Ed Comeau made a motion to not pay the SRPC dues and to sign the refusal designation.**
- B. Second: Dianne Smith. The motion passed unanimously.
- C. Vice-chairman Rob Collins instructed the administrative assistant to sign in the refusal designation of the SRPC invoice and submit the document to SRPC.

X. Member Comments

(None).

XI. Adjournment

At 8: 51 PM the Planning Board meeting was adjourned.

Respectfully submitted by
George Nick, Administrative Assistant.

_____ Date 6/24/15