

**TOWN OF BROOKFIELD PLANNING BOARD**  
**Planning Board Meeting Minutes**  
**Monday, July 12<sup>th</sup> 2021**  
**APPROVED**

**Call to Order.**

The meeting was called to order at 6:58 PM

**Roll Call: Members, Alternates.**

Mr. Straz present, Mr. Comeau present, Mr. Ward present, Mr. Meyer present, Mr. Stratton absent and Mr. Surette present.

**Public Present:**

Rich Zacher, Meg and Ed Ingalls, Kerry Fox, Marshall Goldberg, Mike Tsaltis, Kristine Simone and Bryan Berlind

**Public Comments.**

None

**Announcements/Correspondence/Mail.**

Received details from SRPC on adding a Brookfield representative to the TAC committee.

**Review and possible approval of minutes:** June 14, 2021

Mr. Comeau made the motion to accept minutes as presented. Mr. Meyer seconded. (Vote: 4-0-1)

**Preliminary Lot Line Discussion/Subdivision Reviews**

- A. Meg Ingalls - Lot Line Adjustment - Map 26, Lots 15 & 16  
Mr. Fox, representing the Ingalls, presented information regarding a lot line adjustment to accommodate the construction of a garage. The Ingalls own both lots.
- B. Mike Tsaltis - 2-lot Subdivision - Map 29, Lot 7B  
Mr. Berlind, representing Mr. Tsaltis, presented a site plan detailing the proposed subdivision.
- C. Kristine Simone - 4-lot Subdivision - Map 18, Lot 20  
Mr. Berlind, representing the Simones, presented a site plan detailing the proposed subdivision.

**Old Business**

- A. Personal Wireless Service Facility (PWSF)  
Mr. Straz reported details on the Mitchell Group rewriting the PWSF ordinance. Mr. Surette made the motion to allow PWSF in town and to revise existing ordinance. Mr. Comeau seconded. (Vote: 4-1-0). Mr. Comeau made the motion to utilize the Mitchell Group to rewrite the town's PWSF ordinance. Mr. Ward seconded. (Vote: 5-0-0) Mr. Straz will notify the Mitchell Group to start the rewrite.

B. Condition Use Permits

The Board briefly reviewed the Tamworth Event Permit Policy and Mr. Straz encouraged the Board members to research the ordinances mentioned in the document. Mr. Surette made the motion of the Board's intent to create a tiered application. Mr. Comeau seconded. (Vote: 5-0-0)

C. Master Plan

Mr. Straz is working on rewriting the sections. The Board discussed the process of adoption of the Master Plan, which is by Public Hearing and Board vote.

**Member Comments.**

Mr. Comeau commented on the SRPC TAC committee correspondence that was received and encouraged a Board member or community member to join.

**Set next meeting date**

The next regular meeting is August 9, 2021.

**Adjournment.**

Mr. Straz adjourned the meeting at 8:16 PM

Respectfully submitted for approval at the next Planning Board meeting,

Tim Straz - Chairman

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Ed Comeau - Vice Chair

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Rick Surette - Selectman Rep

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Terry Ward

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John Meyer

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Gus Stratton