

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

Thursday, January 18, 2018

- I. **Chairman David Champy II called the meeting to order at 6:33 PM.**
- II. **Roll Call: Members, Alternates, Appointment of Alternates per RSA 673:11,673:12**
  - A. Members present: Chairman David Champy II, Vice-chairman Rob Collins, Ed Comeau, Bill Ziadeh, Steven Bailey and Selectman Rick Surette.
  - B. Alternates present: Tim Straz and Dianne Smith.
  - C. Members and Alternates absent: Geary Ciccarone.
  - D. Members Tardy: (None).
- III. **Appointment of Alternates per RSA 673:11, 673:12.**
  - A. Chairman David Champy II appointed Tim Straz as an alternate for an absent member of the Planning Board.
- IV. **Public Comments.**

(There were no public comments).
- V. **Announcements/Correspondence/Mail.**
  - A. The latest copy of *Convene* magazine will be available in the common office.
  - B. The latest copy of *Public Works* magazine will be available in the common office.
  - C. The latest copy of *Making Connections* magazine will be available in the common office.
- VI. **Review and Possible Approval of the December 21, 2017 Meeting Minutes.**
  - A. A copy of the November 16, 2017 meeting minutes was distributed to Planning Board members.
  - B. **Motion: Vice-chairman Rob Collins made a motion to accept the December 21, 2017 meeting minutes as presented.** Second: Steven Bailey. The motion passed unanimously excepting one abstention.
- VII. **New Business-**

(None).
- VIII. **Old Business-**
  - A. Review of Survey Questions in Consideration of Amending the Master Plan.
    1. Chairman David Champy II provided revised proposed survey questions for distribution to the Planning Board (attached).

2. The following changes were proposed;
  - a. Numbers 21 and 24- include the Zoning Ordinance reference.
  - b. Number 15- replace “for” with “of”.
  - c. Number 16- insert “of” before “small”.
  - d. After question number 23- place a line as a break between number 23 and 24.
  - e. Number 24- add as the first sentence, “Currently Brookfield has one district zoning as agricultural.”
  - f. At the end of the multiple choice options for numbers 25 and 26 add “Others:\_\_\_\_\_”.
  - g. Number 26- delete “\_\_\_\_\_ Spread throughout town”.
  - h. Number 28- add “ Road conditions (specific location(s): \_\_\_\_\_).”
  - i. Number 28- add “Speed concerns- too slow, too fast? (Specific location(s): \_\_\_\_\_).”
  - j. Number 30- add “Respondent’s” before “employment”.
  - k. After number 32- delete the “s” at the end of “Numbers”.
  - l. Correct indented answer lines of number 34.
  - m. Move number 33 to number 11.
  - n. Before number 33- add a statement beginning with “Thank-you for your time...”.
  - o. At the beginning of the survey, in the first paragraph add, “A copy of the Master Plan and the Zoning Ordinance are available in the town common office and the town website.”
  - p. In the last page, after “drop off”, add “or scan and email a copy to the Planning Board.”
3. Chairman David Champy II requested that the administrative assistant coordinate with the tax collector to receive a copy of mailing label addresses of residents in Brookfield.
4. Chairman David Champy II requested that the administrative assistant research the cost of hiring a third party to mass mail the survey to town residents.

## **IX. Public Comments.**

Representative Ed Comeau volunteered to contact OSI for the purchase of the latest copy of the NH Planning and Land Use Regulation books.

## **X. Member Comments.**

1. Ex-officio Rick Surette commented that the fee for Wakefield services has increased by twenty-eight percent due to the hiring of three full time employees for fire and rescue.
2. Vice-chairman Rob Collins announced that he would not run for a position on the Planning Board this year and reminded those in attendance that they had until January 24 to submit their intention to be a candidate with the Town Clerk.

**XI. Adjournment**

At 8:07 PM the Planning Board meeting was adjourned.

Respectfully submitted by  
George Nick, Administrative Assistant.

\_\_\_\_\_ Date 1/18/17

TOWN OF BROOKFIELD, NEW HAMPSHIRE  
2018 Master Plan Update - Community Survey

The Master Plan is a guiding document for land use decisions/planning in Brookfield. Brookfield is required to create and maintain their Master Plan per RSA 674:2.

This questionnaire is one method of several for the planning board to determine our community's vision and direction for the update of the current Master Plan.

More than one survey from each household will be appreciated. Please have your family members including students in the household to complete this survey. If you need additional copies they will be available in the town office or you can access the electronic copy on the town website.

Please take the time to complete this survey so we have your input included in the process. Thank you!

Please mark with **X** or  $\surd$  the space beside your answer:

1. Please describe your residency in Brookfield:

\_\_\_ Year-round, \_\_\_ Seasonal, \_\_\_ Non Resident

a. Rent/Own

\_\_\_ Rent

\_\_\_ Own

b. Duration in Brookfield?

\_\_\_ less than one year

\_\_\_ 1-5 years

\_\_\_ 5-10 years

\_\_\_ 11-20 years

\_\_\_ 20+ years

**Please grade your thought pertaining to current services:**

2. Summer road maintenance:

\_\_\_ Good

\_\_\_ Adequate

\_\_\_ Poor

\_\_\_ Other – please specify: \_\_\_\_\_

2018 Master Plan Update - Community Survey

3. Winter road maintenance:

\_\_\_ Good

\_\_\_\_\_ Adequate  
\_\_\_\_\_ Poor  
\_\_\_\_\_ Other – please specify: \_\_\_\_\_

4. Structure fire protection:

\_\_\_\_\_ Good  
\_\_\_\_\_ Adequate  
\_\_\_\_\_ Poor  
\_\_\_\_\_ Other – please specify: \_\_\_\_\_

5. Woodland / forest fire protection:

\_\_\_\_\_ Good  
\_\_\_\_\_ Adequate  
\_\_\_\_\_ Poor  
\_\_\_\_\_ Other – please specify: \_\_\_\_\_

6. Rescue / ambulance service:

\_\_\_\_\_ Good  
\_\_\_\_\_ Adequate  
\_\_\_\_\_ Poor  
\_\_\_\_\_ Other – please specify: \_\_\_\_\_

7. Law enforcement:

\_\_\_\_\_ Good  
\_\_\_\_\_ Adequate  
\_\_\_\_\_ Poor  
\_\_\_\_\_ Other – please specify: \_\_\_\_\_

8. Public access to Kingswood Lake:

\_\_\_\_\_ Good  
\_\_\_\_\_ Adequate  
\_\_\_\_\_ Poor  
\_\_\_\_\_ Other – please specify: \_\_\_\_\_

2018 Master Plan Update - Community Survey

9. Solid waste disposal:

\_\_\_\_\_ Good  
\_\_\_\_\_ Adequate  
\_\_\_\_\_ Poor  
\_\_\_\_\_ Other – please specify: \_\_\_\_\_

10. Education

- Good
- Adequate
- Poor
- Other – please specify: \_\_\_\_\_

**Vision of the town: Please give us your opinion as to where the town should be headed.**

11. Support commercial growth.

- Strongly Agree
- Agree
- Have no opinion
- Disagree
- Strongly Disagree

12. Support agricultural growth.

- Strongly agree
- Agree
- Have no opinion
- Disagree
- Strongly disagree

13. Support residential growth.

- Strongly agree
- Agree
- Have no opinion
- Disagree
- Strongly disagree

14. Support wireless telecommunication infrastructure

- Strongly agree
- Agree
- Have no opinion
- Disagree
- Strongly disagree

2018 Master Plan Update - Community Survey

15. Support residential installation for small wind energy for personal use

- Strongly agree
- Agree
- Have no opinion
- Disagree
- Strongly disagree

16. Support residential installation small solar energy for personal use

- Strongly agree
- Agree
- Have no opinion
- Disagree
- Strongly disagree

17. Previous Master Plan updates for Brookfield have included the objective to preserve Brookfield's rural and historic character. Do you think this should continue to be a goal for our community?  Yes  No

a. If **Yes**, which of the following approaches do you support to implement this goal? Please mark all that apply:

- Establish a Historic District Commission (RSA 674:46)
- Support architectural design standards in Site Plan Regulations
- Enact performance zoning standards so that new development is consistent and complementary to historic resources.
- Promote scenic highway designation for some of Brookfield's town roads; specify which ones: \_\_\_\_\_
- Preserve open space lands
- Protect natural resources
- Encourage local agriculture
- Other: Please specify: \_\_\_\_\_

b. If **No**, what should be done? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2018 Master Plan Update - Community Survey

18. Do you believe that Brookfield is a desirable place to live?

\_\_\_\_\_ Yes \_\_\_\_\_ No

a. If **Yes**, please rank your top five (5) reasons with one (1) being **highest**:

\_\_\_\_\_ Small town/ rural atmosphere

\_\_\_\_\_ Convenient location

\_\_\_\_\_ People/community spirit

\_\_\_\_\_ Employment opportunities

\_\_\_\_\_ Natural setting (lakes, etc.)

\_\_\_\_\_ Recreational opportunities

\_\_\_\_\_ Historic character

\_\_\_\_\_ Affordable housing

\_\_\_\_\_ Educational opportunities

\_\_\_\_\_ Other: Please specify: \_\_\_\_\_

b. If **No**, what should be done? \_\_\_\_\_

\_\_\_\_\_

19. What changes or improvements would make Brookfield a better place to live?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

20. What is the one thing you feel is most important to preserve about Brookfield?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

21. Are you happy with the current zoning regulations in Brookfield pertaining to home based business

\_\_\_\_\_ Yes \_\_\_\_\_ No

a. If **No**, what should be done? \_\_\_\_\_

\_\_\_\_\_

2018 Master Plan Update - Community Survey

22. Do you think that Brookfield should promote more home based business?

Yes  No

a. If **Yes**, what should be done? \_\_\_\_\_  
\_\_\_\_\_

b. If **No**, what changes should be made?  
\_\_\_\_\_  
\_\_\_\_\_

23. Do you own or operate a home business in Brookfield?  Yes  No

**Since the adoption of our zoning May 14<sup>th</sup> 1961, the Brookfield Zoning Ordinance has regulated land use. This provides a form of protection for natural features such as wetlands, conservation areas, steep slopes, wellhead protection, and prime agricultural soils.**

24. Going forward, which method would you like to see Brookfield follow? (Please mark **one**):

- Stay with current zoning allowances and restrictions
- Increase the current zoning allowances and restrictions
- Reduce the current zoning allowances and restrictions
- Move toward traditional zoning districts
- No preference
- Other: \_\_\_\_\_

25. Which of the following types of residential development would you like to see more of in Brookfield? (Mark all that apply.)

- Single family homes
- Two family homes (duplexes)
- Manufactured housing
- More rental opportunities
- Conversion of large homes to apartments
- Multi-family residences (5 or more dwelling units)
- Cluster housing with single family homes on reduced lot size and open space
- Affordable Housing
- Tiny Homes
- Detached Accessory Dwelling Units

2018 Master Plan Update - Community Survey

26. What pattern of commercial/business development would you prefer to see in Brookfield?

- Maintain the current zoning regulations for only home business
- Spread throughout town
- Focused within certain sections of town (such as: \_\_\_\_\_)
- Strip commercial development any place along Route 109
- Restrict strip commercial development to some sections of Route 109
- Create specific areas for commercial development to preserve outlying natural areas
- Allow commercial development to happen anywhere randomly
- Clustered/multiple commercial services available from one parking area
- No commercial development
- No Home businesses

27. Which of the following natural resources should Brookfield work to protect? Please rank your top five (5) choices with one (1) being the **highest**:

- Sources of drinking water
- Water resources for recreational purposes (i.e. lakes and ponds)
- Wildlife habitats
- Dark skies / no light pollution
- Fields/open space lands
- Scenic views
- Other: please specify \_\_\_\_\_

28. General transportation concerns (check all that apply)

- Lack of sidewalks (specific location(s): \_\_\_\_\_)
- Lack of public transportation
- Pedestrian/bicycle safety
- Dangerous intersections (specific location(s): \_\_\_\_\_)
- Other: \_\_\_\_\_

29. What are the most important transportation and traffic concerns in Brookfield?

Comment:

---

---

---

2018 Master Plan Update - Community Survey

In order to ensure we have collected enough information to get a full understanding of our town with this survey, please complete the demographics questions below. This will ensure we have captured a full understanding of the desires of all people in our community:

30. Employment:

- Full time
- Part time
- Self Employed
- Retired
- Other

31. Age of respondent

- Under the age of 18
- 18-25
- 26-35
- 36-65
- 66+

32. Numbers of members in the household

- 1
- 2
- 3
- 4
- 5 or more

33. What one service **not currently available** would benefit the residents of Brookfield?

---

---

34. In your opinion, what would you prefer Brookfield to be like in ten years? (If additional space is required please write on the back of this sheet).

---

---

---

Additional comments:

---

---

2018 Master Plan Update - Community Survey

Thank you for taking the time to complete this survey.  
*David Champy II*, Planning Board Chairman

Please drop off the completed survey at Town Hall or mail to:

Brookfield Town Hall  
267 Wentworth Road  
Brookfield, NH 03872

You can also hand deliver it and join us for a planning board meeting and discussion of the Masterplan during our regular scheduled planning board meetings on the 3<sup>rd</sup> Thursday of the month at 6:30pm

**CONTACT INFORMATION:**

**Office of the Planning Board**

267 Wentworth Road, Brookfield NH 03872

[pb.admin.asst@brookfieldnh.org](mailto:pb.admin.asst@brookfieldnh.org), [pbchair@brookfieldnh.org](mailto:pbchair@brookfieldnh.org)