

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

Thursday September 21, 2017

- I. **Chairman David Champy II called the meeting to order at 6:31 PM.**
- II. **Roll Call: Members, Alternates, Appointment of Alternates per RSA 673:11,673:12**
  - A. Members present: Chairman David Champy II, Ed Comeau, Bill Ziadeh, Steven Bailey and Selectman Rick Surette.
  - B. Alternates present: (none).
  - C. Members and Alternates absent: Vice-chairman Rob Collins, Geary Ciccarone, Tim Straz, and Dianne Smith.
  - D. Members Tardy: (None).
- III. **Appointment of Alternates per RSA 673:11, 673:12.**
  - A. (No alternates were available to fill in for absent members of the Planning Board).
- IV. **Public Comments.**
  - A. Chairman David Champy II invited Steve Snow to present a proposal for a property merger.
  - B. Steve Snow displayed maps of his property and explained that the purpose of the merger was to provide easement for the property to remain in perpetuity as forest land. Mr. Snow further explained that by merging the property, he aims to protect the easement in the event that future generations decide to subdivide the property.
  - C. Chairman David Champy II instructed Steven Snow to refer to the Rules of Procedure, appendix C, and to see the assessor clerk to receive the required documents to register at the Registry of Deeds.
- V. **Announcements/Correspondence/Mail.**
  - A. The latest copy of *Convene* magazine will be available in the common office.
- VI. **Review and Possible Approval of the July 20, 2017 and August 17, 2017 Meeting Minutes.**
  - A. A copy of the July 20, 2017 meeting minutes was distributed to Planning Board members.
    1. **Motion: Ed Comeau made a motion to accept the July 20, 2017 meeting minutes as presented.** Second: Steven Bailey. The motion passed unanimously.
  - B. A copy of the August 17, 2017 meeting minutes was distributed to Planning Board members.
    1. **Motion: Steven Bailey made a motion to accept the August 17, 2017 meeting minutes as presented.** Second: Bill Ziadeh. The motion passed unanimously.

**VII. New Business-**

- A. Review of Survey Questions in Consideration of Amending the Master Plan.  
Chairman David Champy II postponed the review of survey questions until the next Planning Board meeting to allow time for amending the survey working document for the purpose of adding questions regarding solar panels and wind energy.

**VIII. Old Business-**

- A. The following are some discussion points regarding the process of conducting the public hearing to amend the Master Plan-
  - 1. The conducting of public hearings to amend the Master Plan should take place on regular Planning Board meeting times.
  - 2. Chairman David Champy II requested that the administrative assistant compose a proposed notice to invite public participation in amending the Master Plan.
  - 3. Chairman David Champy II requested that the administrative assistant submit proposed wording announcing the public hearing to amend the Master Plan.
  - 4. Ed Comeau reminded the Planning Board that arrangements may be needed to amend the Zoning Ordinance based on changes to the Master Plan.

**IX. Public Comments.  
(None).**

**X. Member Comments.**

- A. Representative Ed Comeau referenced the yearly calendar as listed in Appendix W of the Rules of Procedure in regard to yearly inspections of gravel pits. Ed Comeau and Ex-officio Rick Surette volunteered to conduct the inspection of gravel pits. Chairman David Champy II requested the administrative assistant send a letter to gravel pit owners notifying them of the gravel pit inspection and to follow-up with a phone call confirming the time of inspection.
- B. Representative Ed Comeau referenced the yearly calendar as listed in Appendix W of the Rules of Procedure in regard to yearly review of changes to RSAs. Ed Comeau requested that the review of changes to the RSAs be added to the agenda of Planning Board meetings.

**XI. Adjournment**

At 7:16 PM the Planning Board meeting was adjourned.

Respectfully submitted by  
George Nick, Administrative Assistant.

\_\_\_\_\_ Date 10/19/17