

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

Thursday, December 21, 2017

- I. Chairman David Champy II called the meeting to order at 6:34 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, Bill Ziadeh, and Selectman Rick Surette.
 - B. Alternates present: Tim Straz.
 - C. Members and Alternates absent: Geary Ciccarone, Ed Comeau, Steven Bailey and Dianne Smith.
 - 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.**
 - A. Discussion of Moose Mountain Recreation Area Per Request of a Prospective Buyer.
 1. Chairman David Champy II provided time for Dale Ames to submit his comments and questions to the Planning Board.
 2. Dale Ames provided the following input-
 - a. He acknowledged his interest in pursuing the purchase of the Moose Mountain Recreation property at 107 Moose Mountain Road.
 - b. He expressed interest in opening the ski area and suggested the possibility of providing boarding. Vice-chairman Rob Collins referred to Appendix E of the Zoning Ordinance and pointed out that lodging is listed as a non-permitted use.
 - c. Mr. Ames expressed a possible interest in the removal and selling of timber. Selectman Rick Surette suggested that Mr. Ames contact Code Enforcement Officer Ed Nason.
 3. There was some discussion and general interest in the reopening of the ski area.
 4. Vice-chairman Rob Collins notified Mr. Ames that he has the right to apply for a variance from the ZBA if he wishes to pursue the possibility of providing lodging.
 5. Dale Ames thank the Planning Board for providing information and answers to his questions.
 - B. (There were no other public comments).

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 November 16, 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 November 16, 2017 meeting minutes as written.** Second: Bill Ziadeh. The motion passed unanimously.

VII. New Business-

- A. Gravel Pit Inspection Report.

Ex-officio Rick Surette reported that both gravel pits are in compliance.

- B. Review of Proposed Changes to the Rules of Procedure.

1. The following changes were considered for incorporating into the Rules of Procedure-
 - a. Submission of applications as listed in Appendix A, Appendix B on page 1, and Appendix B on page 13 should be changed from “15 days” to “21 days”(as documented in the November 16, 2017 minutes).
 - b. In Appendix C amend all wording according to the changes as documented in the revised RSA 674:39-a (as documented in the November 16, 2017 minutes).
 - c. Change all references to “OEP” to “OSI (Office of Strategic Initiatives)” (as documented in the November 16, 2017 minutes).
 - d. Some changes date back to before June. Although these were approved, the final Rules of Procedure document approval has never been certified. (Documentation of these approvals may be reviewed in the April and May minutes.)
 - e. In Appendix W, adding the annual budget review to the yearly schedule.
2. **Motion: Vice-chairman Rob Collins made a motion to incorporate the proposed changes into the Rules of Procedure.** Second: Bill Ziadeh. The motion passed unanimously.

- C. Consideration of Amending the Zoning Ordinance in Regard to Detached ADUs.

1. Ex-officio Rick Surette requested that consideration of detached ADUs be tabled until pending legislation regarding schooling can be reviewed.
2. Chairman David Champy II postponed consideration of detached ADUs.
3. Chairman David Champy II requested that the administrative assistant add “Detached ADUs” to the April 2018 agenda.

- D. Consideration of Amending the Zoning Ordinance in Regard to Tiny Houses.

Chairman David Champy II postponed consideration of amending the Zoning Ordinance in regard to tiny houses.

VIII. Old Business-

- A. Review of Survey Questions in Consideration of Amending the Master Plan.

1. Chairman David Champy II provided proposed survey questions for distribution to the Planning Board.
2. The following changes were proposed;
 - a. On number eight- delete “at the local level”.
 - b. Number nine- delete all after “land use”.

- c. Number eight- add “If no, what changes should be made.”
 - d. Number nine- change “use” to “zoning”.
 - e. Number eleven- add “home businesses”.
 - f. Place number fourteen before number thirteen.
 - g. Place number fifteen as the last question of the survey.
 - h. After number fourteen- add “The following questions are to determine your preferences. Please select one option for each statement.
 - i. Delete number nineteen.
 - j. In statements sixteen and seventeen replace “We should promote” with “Support”.
 - k. In statement eighteen replace “We should attempt” with “Support”.
 - l. Delete number twenty-one.
 - m. In number twenty add “infrastructure” at the end of the sentence.
 - n. In number twenty-two add “for personal use” at the end of the sentence.
 - o. In number twenty-three add “for personal use” at the end of the sentence.
 - p. In numbers twenty-four through thirty-one add “Other, please specify _____”.
 - q. Move number thirty-six to number thirty-two.
 - r. Move number thirty-four to “1b”.
 - s. Move number thirty-five to “1a”.
 - t. Place numbers sixteen through thirty-seven at the beginning of the questionnaire.
3. Vice-chairman Rob Collins thanked Chairman David Champy II for his effort in developing and presenting the survey questionnaire.

IX. Public Comments.
(None).

X. Member Comments.

- 1. Ex-officio Rick Surette commended Planning Board members.
- 2. Chairman David Champy II wished everyone present a “Merry Christmas”.

XI. Adjournment

At 8:33 PM the Planning Board meeting was adjourned.

Respectfully submitted by
George Nick, Administrative Assistant.

_____ Date 1/18/17