

Brookfield Planning Board
Approved Meeting Minutes
Thursday, September 20, 2018

I. Chairman David Champy II called the meeting to order at 6:30 p.m.

II. **Roll Call:** Members, Alternates,

A. Members present: Chairman David Champy II, Ed Comeau, Dianne Smith, Tim Stracz, and Selectman Rick Surette. Members and Alternates absent: Vice Chairman Geary Ciccarone, Stephen Bailey. Tardy: None.

III. **Appointment of Alternates** per RSA 673:11,673:12
None required

IV. **Public Comments**

Selectman Rich Zacher brought up what he saw as a problem in the wording in the zoning ordinance regarding home-based businesses. He felt that the zoning definition, that the home-based business “shall be clearly incidental and secondary to the residential use of the property” was too vague and some way to measure business use should be added.

Zacher recommended putting in a number that defines what “incidental” is.

Dianne Smith said the board ran into the same issue with Accessory Dwelling Units (ADUs), which were defined as incidental to the primary dwelling. Ed Comeau asked if the tax collector should be asked about what is incidental use.

Selectman Rick Surette warned that any change would affect existing businesses.

Zacher said his concern was that someone making a complaint can sue in court.

Smith went over the “secondary and incidental” language as asked if this has come up as an issue.

Michelle Lee in the audience said using size or percentage of square feet, for example, is not appropriate. Rather, traffic generated, hours open, noise and smells produced would be.

V. **Announcements/Correspondence/Mail**

Chairman Champy reviewed the correspondence received.

The New Hampshire Municipal Association will hold its town government conference on November 14 and 15. Strafford Regional Planning Commission will hold a seminar on protecting water on Sept. 24 from 10 a.m. to 4 p.m. One topic is giving land to the town to wide roads vs. providing drainage.

A New England Solar Conference will be held in Boston October 12 and 13.

Two issues of *Convene* magazine have been received.

Copies of certified letters on gravel pit inspections have been received. Comeau reported that the owner of the Smith pit had not been heard from. Moose Mountain LLC had given permission to inspect the Nason pit. He suggest that in the future a self-addressed, stamped envelope be included in inspection permission letters.

VI. Review and Possible Approval of the July 19, August 16 and September 6 minutes.

For the July minutes Comeau pointed out that Geary Ciccarone's name was misspelled in sections V and VI. Smith suggested that on p. 3 Administrative Assistant insert the words Planning Board before it. She added that in other towns Administrative Asisstants serve several boards. Comeau moved to accept as emended; Smith seconded. Passed.

For the August 16 minutes in the roll call Bailey and Ciccarone were both misspelled. Chairman Champy noted adjournment was at 7:50. Smith moved to accept as emended; Comeau seconded. Passed.

For the September 6 meeting on Master Plan surveys again in the roll call Bailey and Ciccarone were both misspelled. Champy moved to accept as emended; Smith seconded. Comeau and Surette abstained. Passed.

VII. New Business

The board went into nonpublic session at 7:13 p.m. under RSA 91-A:3, II(b) to discuss two candidates for Administrative Assistant, voting 5-0 on a roll call vote. The board returned to regular session at 7:37 p.m. Champy moved and Smith seconded to seal the nonpublic minutes until the next meeting. Passed.

VIII. Old Business.

A. Master Plan survey

1. Tim Stracz suggested that the board close the survey in October. Chairman Champy noted that four more surveys had been received this month and said he felt more would not make a difference. It was agreed that Stracz would add the surveys received to his spreadsheet and so that the survey results could be discussed at the October 18 meeting.

Stracz said the most common issue raised so far was public access to Kingswood Lake. He said that my surveys contain sarcastic remarks, some unprintable, and suggested that they be reviewed in closed session. He said he was concerned about censoring. After some discussion Stracz moved to set an October 18 deadline for survey submission, Comeau seconded. Passed.

IX. Public Comments

Michelle Lee asked if there is any zoning around art sales. The answer was No. Zacher noted that if anyone wants to propose zoning changes a petition with 25 voter signatures is needed.

X. Member Comments

Comeau said he would set a date for pit inspections with Surette. He then asked the Chairman what's coming up next. Chairman Champy responded that the board needs to go over the 2019 budget after an Administrative Assistant is available: most of the budget is the Administrative Assistant

Comeau said the board should get training in the Right-to-Know law, 91-A, annually. Zacher said the Municipal Association offers sessions periodically. Chairman Champy asked Comeau to get information on upcoming sessions.

Smith said she forwarded the invitation to the Moose Mountain Regional Greenways annual mixer on September 27 from 5:30 to 8:30 p.m. at Nute High School in Milton. Guest speaker will be Wolfeboro Planning Director Matt Sullivan on the use of the MMRG plan.

XI. Adjournment

At 8:10 p.m. the Planning Board meeting was adjourned.

Respectfully submitted
by Thomas Beeler
Administrative Assistant