

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

Thursday March 16, 2017

- I. Chairman Rick Surette called the meeting to order at 6:37 PM.**
- II. Roll Call: Members, Alternates, Appointment of Alternates per RSA 673:11,673:12**
 - A. Members present: Chairman Rick Surette, Vice-chairman David Champy II, Rob Collins, Ed Comeau, and Selectman Rich Zacher.
 - B. Alternates present: Dianne Smith.
 - C. Members and Alternates absent: Geary Ciccarone.
 - D. Members Tardy: Vice-chairman David Champy II.
- III. Appointment of Alternates per RSA 673:11, 673:12.**
 - A. Chairman Rick Surette appointed Dianne Smith as an alternate for Geary Ciccarone.
- IV. Public Comments.**

Chairman Rick Surette announced that he had spoken with Geary Ciccarone who told him that he was unable to attend the Planning Board meeting due to personal business and would make a decision to either be more consistent in attendance or to resign from his position.
- V. Nomination and Election of the Planning Board Chairman and Vice-chairman.**
 - A. **Motion: Rob Collins made a motion to nominate David Champy II (in absentia) to the position of Chairman of the Planning Board.**
 1. Second: Chairman Rick Surette.
 2. Chairman Rick Surette provided opportunity for members to make other nominations but none were submitted.
 3. The motion passed unanimously.
 - B. **Motion: Rick Surette made a motion to nominate Rob Collins to the position of Vice-chairman of the Planning Board.**
 1. Second: Ed Comeau.
 2. Acting Chairman Rick Surette provided opportunity for members to make other nominations but none were submitted.
 3. The motion passed unanimously.
 4. Dianne Smith congratulated Rick Surette for his attainment of the Selectmen position by the Town Meeting vote.
 5. Vice-chairman Rob Collins conducted the meeting until the new chairman arrived.

6. Rick Surette acknowledged Stephen Bailey as a new member of the Planning Board per vote of the Town Meeting. Vice-chairman Rob Collins notified Steven Bailey that he could not participate as a Planning Board member until he was sworn in by the Town Clerk.

VI. Announcements/Correspondence/Mail.

- A. An advertisement for outdoor exercise equipment will be available in the office.
- B. An email from Charlie Shoemaker requesting information about wireless tower regulations was publicly read by Vice-chairman Rob Collins.

VII. Review and Possible Approval of the February 16, 2017 Meeting Minutes.

- A. A copy of the February 16, 2017 meeting minutes was distributed to Planning Board members.
- B. **Motion: Ed Comeau made a motion to accept the February 16, 2017 meeting minutes as presented.** Second: Rich Zacher. The motion passed unanimously excepting one abstention.

VIII. New Business-

Consideration of Tax Liens as a Prerequisite of Subdivision / Lot Line Adjustment Approval.

- A. Vice-chairman Rob Collins explained possible outcomes of boundary line changes concerning a property with a tax lien accordingly;
 1. It could affect the legal obligation of the individual who is responsible for paying outstanding taxes.
 2. It could affect the tax burden of the remaining property owners.
- B. There was some discussion as to whether the disclosure of tax liens should be added to the comprehensive application.
- C. There was some discussion as to whether the Planning Board has the authority to request disclosure of tax liens since the Board is not a body of enforcement.
- D. At 7:02 PM David Champy II joined the Planning Board meeting and accepted his nomination as the new chairman of the Planning Board. Chairman David Champy II conducted the remainder of the meeting.
- E. Ed Comeau suggested the legality of requiring disclosure of tax liens should be researched.
- F. Chairman David Champy II requested that the administrative assistant place the discussion of tax liens on the next agenda.
- G. Dianne Smith added that the minutes of the town of Harrisville document precedence for the discussion and requirement of an applicant's tax lien.

IX. Old Business-

Discussion of Pending State Legislation

- A. Ed Comeau reported that he will submit changes to the NH Planning and Land Use Regulations at the next Planning Board meeting.
- B. Ed Comeau announced that an amended HB 265 had passed through the committee. Ed Comeau read the amended HB 265 which disallows ADUs in condominiums except as regulated by municipalities. He added that by providing the Planning Board with

foreknowledge of proposed legislation, individuals may feel inclined to testify for or against a legislative proposal.

X. Public Comments.

(None).

XI. Member Comments.

- A. Rich Zacher reminded the Planning Board that the amended Zoning Ordinance needs to be certified according to the Rules of Procedure.
- B. Rich Zacher suggested that the Planning Board may want to review regulations regarding cell towers to ensure that the town has adequate coverage. Chairman David Champy II requested that the administrative assistant place the review of cell towers on the April agenda.
- C. Chairman David Champy II requested that the administrative assistant email Charlie Shoemaker to invite him to the next Planning Board meeting to answer his questions regarding the town's wireless tower regulations.
- D. Vice-chairman Rob Collins suggested that the Planning Board may want to review and simplify language in the Zoning Ordinance regarding wind energy.
- E. Vice-chairman Rob Collins suggested that the Planning Board should consider the amending of the town master plan. Ed Comeau suggested that Planning Board members may want to review the videos at governmentoversite.com regarding the amending of the Master Plan by Ossipee.
- F. Dianne Smith suggested that Planning Board members may want to consider attending the OEP Annual Planning Conference.
- G. Chairman David Champy II thanked board members for their vote of confidence in selecting him as the new chairman of the Planning Board.
- H. Rick Surette submitted a written resignation to the Planning Board.
 1. Chairman David Champy II publicly read the resignation letter.
 2. **Motion: Vice-chairman Rob Collins made a motion for the Planning Board to accept Rick Surette's resignation from the Planning Board.** Second: Ed Comeau. The motion passed unanimously.
- I. Vice-chairman Rob Collins publicly read page 1 of 20 of the Rules of Procedure concerning the procedure of filling vacancies on the Planning Board. Chairman David Champy II requested that the administrative assistant make provisions for posting the Planning Board vacancy and the intent to fill the position, on the town website.
- J. Ed Comeau read from page 35 of the Town Report inviting the public to volunteer as alternates on the Planning Board. Chairman David Champy II requested that the administrative assistant make provisions for posting the invitation for volunteers on the town website.

XII. Adjournment

At 7:50 PM the Planning Board meeting was adjourned.

Respectfully submitted by
George Nick, Administrative Assistant.

_____ Date 3/20/17