

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

Thursday May 18, 2017

- I. **Chairman David Champy II called the meeting to order at 6:30 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 and Bill Ziadeh.
 - B. Alternates present: Tim Straz.
 - C. Members and Alternates absent: Dianne Smith, Geary Ciccarone, Steven Bailey, and Selectman Rick Surette.
 - 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.**

(None).
- V. **Announcements/Correspondence/Mail.**
 - A. Chairman David Champy II announced that he had received an email from Jeffrey Greenhalgh requesting a meeting with Planning Board members concerning a proposed subdivision. Chairman David Champy II volunteered to contact Mr. Greenhalgh to gain clarification of his needs.
 - B. The latest copy of *Public Works* magazine will be available in the common office.
 - C. An invoice from SRPC was received from SRPC requesting payment of dues.
 1. **Motion: Vice-chairman Rob Collins made a motion that the Planning Board not pay SRPC dues and that SRPC be notified of the decision of non-payment.**
 2. Second: Ed Comeau. The motion passed unanimously.
 3. Chairman David Champy II signed the invoice from SRPC designating the Planning Board's decision to not pay dues.
 - D. Representative Ed Comeau noted that in light of the recent increase in membership of the Planning Board, more of the NH state planning and regulation books should be ordered for distribution to new members. Mr. Comeau volunteered to order more books.
- VI. **Review and Possible Approval of the April 20, 2017 Meeting Minutes.**
 - A. A copy of the April 20, 2017 meeting minutes was distributed to Planning Board members.

1. **Motion:** Vice-chairman Rob Collins made a motion to accept the April 20, 2017 meeting minutes as written. Second: Tim Straz. The motion passed unanimously excepting one abstention.

VII. New Business-

- A. Review of Amended Rules of Procedure.
 1. An amended version of the Rules of Procedure was distributed to Planning Board members.
 2. There was some discussion as to whether a hard copy was necessary for review of changes to the Rules of Procedure.
 3. **Motion:** Vice-chairman Rob Collins made a motion to add the following language to 21.1 of the Rules of Procedure;
 - a. After “printed” add “or electronic copy”.
 - b. Replace “in the hands of” with “provided to”.
 - c. After “each member” add “or alternate”.
 - d. After “one week or more immediately” replace “preceding” with “prior to”.
 4. Second: Ed comeau. The motion passed unanimously.
 5. **Motion:** Chairman David Champy II made a motion that Charlie Shoemaker be contacted to provide the following feedback concerning his initial request;
 - a. Is his inquiry a bulk email?
 - b. Request he submit a proposal.
 - c. Request a status report as to where the project presently stands.Second: Ex-officio Rick Surette. The motion passed unanimously.
 6. Chairman David Champy II requested that the administrative assistant place “cell towers” on the May agenda.
 7. Chairman David Champy II requested that Planning Board members review language in the Zoning Ordinance regarding cell towers and wind energy.

VIII. Old Business-

- A. Review of Cell Tower Regulations.
 1. The following points regarding cell towers took place;
 - a. Sections 12-K1, K10 and K11 of the RSAs were reviewed by Planning Board members.
 - b. Tim Straz noted that the RSAs encourage the use of cell towers.
 - c. Chairman David Champy II suggested that the Franklin, NH Zoning Ordinance had language regarding cell towers that the Planning Board may find useful for review.
 - d. Regarding the definition of “personal wireless service”.
 - e. Ed Comeau suggested volunteered to research and provide information regarding EMF health issues.
 - f. Chairman David Champy II requested that the administrative assistant add “Cell Towers” to the June agenda.
- B. Wind Energy Regulations

Approved

1. Chairman David Champy II noted that the Brookfield Zoning Ordinance does not reference large energy systems.
 2. Vice-chairman Rob Collins referred to RSA 674 regarding unreasonable limits to wind energy systems.
 3. There was some discussion as to whether the Town Attorney should be contacted regarding the exclusion of large energy systems in the Zoning Ordinance.
 4. **Motion:** Chairman David Champy II made a motion that the Town Attorney be contacted in regard to whether the omission of language about large energy systems allows or disallows construction within Brookfield. Second: Bill Ziadeh. The motion did not pass.
 5. Chairman David Champy II requested that the administrative assistant add “Solar Panels” to the June agenda.
- C. Consideration of the Process for Amending the Master Plan.
The following were discussion points regarding the process for amending the Master Plan.
1. Representative Ed Comeau referred to the requirements listed in RSA 674:2.
 2. Vice-chairman Rob Collins noted that RSA 674:3 requires that OEP must be informed and the public must be involved.
 3. Chairman David Champy II assigned Planning Board members to think about possible survey questions.
 4. Chairman David Champy II requested that the administrative assistant submit the wording of a public invitation to him for possible inclusion in the Town Newsletter.
 5. Chairman David Champy II suggested that the Brookfield Master Plan should be condensed.
 6. Ex-officio Rick Surette suggested that the public should be encouraged to attend Planning Board meetings in regard to amending the master plan.
 7. There was a general consensus that the establishment of a committee for amending the master plan was not necessary.
 8. Chairman David Champy II requested that the administrative assistant find previously sent emails regarding master plans in comparable towns and to forward the emails to Planning Board members.
 9. Vice-chairman Rob Collins suggested that Planning Board members should review the Rules of Procedure as it pertains to the master plan.
- D. Consideration of Tax Liens as a Prerequisite of Subdivision / Lot Line Adjustment Approval.
1. Chairman David Champy II postponed discussion of tax liens as a prerequisite of subdivision or lot line adjustments of properties.
- E. Discussion of Pending State Legislation.
1. Chairman David Champy II postponed discussion of pending state legislation.

IX. Public Comments.
(None).

X. Member Comments.
(None).

XI. Adjournment

Approved

At 9:05 PM the Planning Board meeting was adjourned.

Respectfully submitted by
George Nick, Administrative Assistant.

_____ Date 5/26/17