

**TAMWORTH PLANNING BOARD**  
**Groundwater Protection Ordinance Committee**  
MINUTES  
April 21, 2023  
9 AM, Town Office Building

1. Call Meeting to Order – The meeting was called to order at 9 am by Sheldon Perry. Present are: Sheldon Perry, Nick Grant, Jeremy Phillips. Kit Morgan is absent.
2. Approval of 12/16/22 meeting minutes – Sheldon made a motion to approve, Jeremy seconded. APPROVED
3. Tamworth Groundwater Protection Ordinance -- next steps and tasks for transition period
  - Process for identifying businesses affected by the ordinance – we have contact list of businesses in town. Create a separate list within the aquifer district and wellhead protection district. Contact David Little to see if he can assist with this. Jeremy will check the overlays if David is not able. PSCs in district. Windshield inspections on hold for now. Will the Select Board have an inspection procedure?
  - Publicity (e.g. mailing to affected businesses) – Nick suggest visiting the businesses that are in the districts. Sheldon feels that a mailing should be done first, explaining the inspection program and letting them know.
  - Process for tracking new businesses – building notification forms.
  - Implementation timeline and recommendations for select board – summary was presented to the Select Board in January. Part time inspector – reach out to part time inspectors from other towns. Planning Board, Health officer, Fire Department, junkyards, etc. Who? Compliance Agent

When? Initial introductory contact, by complaint, every three years rotation.

Building notification form to identify new business activity.

Sheldon will draft a letter of recommendation that will be sent to the Select Board.

Review information from other towns and other sources on inspections and administration - Forms will be needed. Checklist. Check NH DES. Complaint form on town website. Report form. Potential future action item.

Enforcement is Select Board. This is in the Groundwater Protection Ordinance.

What teeth does the compliance agent have?

Enforcement/fees – Belmont's approach as a recommendation. Remedy, not punish – to a limit. One year's time, RSA and fees will kick in. Select Board to determine amounts. Soft power vs hard power

- Review and clarification of map (if needed) – determine how many are half in/half out of the aquifer district.
- Planning Board forms:
  - Conditional Use Permit – after January 1. Sheldon will work on this.
  - SPCC Plan

#### 4. Action Items

Sheldon – draft letter to Selectboard, contact David Little, Conditional Use permit form

Kit – funding sources, letter writing, info material to affected businesses – work with Nick

Nick - letter writing, info material to affected businesses – work with Kit. Present letter to Select Board.

Keats – funding?

Jeremy – maps if David cannot.

Next meeting – to be determined

5. Adjournment – Sheldon made a motion to adjourn at 10:26 am, Jeremy seconded. The meeting was adjourned.

Respectfully submitted,

Melissa Donaldson

Planning Board Clerk