

**TAMWORTH PLANNING BOARD**  
**Tamworth Groundwater Protection Ordinance Committee**

**DRAFT Minutes**

October 3, 2023

6:30 PM, Town Office Building

Members present: Nick Grant, Sheldon Perry. Also present: David Little. Members absent: Kit Morgan and Jeremy Phillips.

Sheldon Perry called the meeting to order at 6:35 pm.

There was one item on the agenda: Creation of the Master List of Businesses.

David provided a 4-page document for us to review:

**Page 1:**

- Contains Source Data sets with various columns. The sources included GPO district, Tax Map, Assessing, E911, GPO Committee mailing, and LRPC.
- Challenges, 8 items: Essentially it is a puzzle because the sources have different criteria and purposes. In addition, there are duplicates, mis-characterizations, stale information and errors.

**Page 2:**

- Combined list has 554 potential Business locations out of 3,283 rows. The three sources of data (Tax List, E911 Addresses, Mailing List) were numerically and graphically presented.

**Page 3:**

- Different Categories Used by E911 and Tax List.
  - E911 column identifying use types (Campground, Church, Day Care...)
  - Tax List column identifying land use (COM/IND, Government, Utilities.)
  - Residents were not included in either column. (Exempt from ordinance.)

**Page 4:**

- Next Steps, 6 items.
  - In essence, our task at this meeting was to help David apply filters to the 554 possible business locations.
  - E911: We filtered out town government agencies (Fire, Government, Library, Muni Garage, Police, Post Office, KA Brett, Town Office Building and similar.)
  - Tax list, Land Use: We filtered out Government entities. We kept all COM/IND and all utilities.
  - Finally, David will filter out all businesses outside of the GPO district. The remaining list should have around 200 possible business locations.

**Other actions before our next meeting of October 13:**

- In preparation for our next GPO committee meeting, David will send us the resulting master business list for our review.

- Kit will send out a draft letter to all residents in town and Sheldon will do the same for the letter to the affected businesses.
- Discussion: How do we obtain local knowledge? Identify and invite key local folks to a “party” to make edits (additions and deletions) to the list?
- The goal: Perform the first mailing to residents by the end of October and the mailing to businesses in early November. (Time is short!)

Meeting adjourned at 8:20 pm.

Submitted by Sheldon Perry.