

TAMWORTH PLANNING BOARD
MINUTES
September 28, 2022
6:00 P.M.

In-person: Town Office Building, 84 Main Street **or** Join Zoom Meeting:

<https://us06web.zoom.us/join/87188390524?occurrence=1655935200000>

Meeting ID 871-8839-0524

1. Call Meeting to Order: The meeting was called to order at 6:04 pm by Sheldon Perry.
Present are: Sheldon Perry, Pat Farley, Andy Fisher, Nick Grant, Ian Haskell, Lianne Prentice-Selectmen's Representative, and Annie Provenzano-Alternate. Randall Dearborn is absent. Annie is seated for Randall.
2. Approval of Minutes:
8/24/22 Meeting – line 19 discussion – line 73 Wes Smith – line 75 “a” continuation. Sheldon made a motion to approve, Nick seconded. APPROVED
9/21/22 work session – Pat made a motion to approve, Andy seconded.
APPROVED
3. Officer and Committee Reports:
 - Secretary's Report – Andy – no public hearings tonight. A handful of documents are to be reviewed tonight. CIP report will be presented. Application forms for PWSF are finalized, to be reviewed. Budget items will be discussed, and a discussion of ADU's will be held.
 - Treasurer's Report – Ian – no fees were paid this month. 79.23% of the budget is remaining as of September 1.
 - Rep to Economic Development Commission – Pat – Tamworth Economic Development will be having a forum on broadband in November.
 - Lakes Regional Planning Commission – MWEC and LRPC have discussions about topics in towns in the regions. Topics each town discussed were reviewed.
 - Rep to Conservation Commission - absent
 - Selectmen's Representative – Lianne – Junky yard/junkyard letters have been sent out to some people. Personnel committee meeting was held last night. Policies are being updated. Veterans Day Ceremony is being worked on. An ad hoc group in town has submitted a proposal to use some of the ARPA funds to hire an engineer to study the feasibility of building a new septic system. Tomorrow they will be brainstorming other ways that the ARPA money might be used for.
 - CIP – will be addressed later in the meeting

- GPO Committee – Nick - public hearing was held. There was a lot of input. The group is meeting Friday. Salt was a topic that was brought up. At the next public hearing, the Board must be present. A list of changes that are made since the public hearing will be available. The Green Mountain Group has been placing some signs around town.
- Subdivision Regulations Review (SRR) Committee – Andy – had a work session last week. Scheduled a committee meeting for October 12.
- Education – Sheldon – October 6 – Hard Road to Travel workshop (hybrid workshop) – go to NH Municipal website. October 13 – Right to Know (hybrid workshop) – go to NH Municipal website. October 15 – 2022 Municipal Land Use Law Workshop (virtual) – NH Town and City magazine has some interesting topics – currently about housing, local welfare, diversity and inclusion in the workplace. Available online – Ask Sheldon for the link if you don't have it.

4. Public Hearings

- None

5. Old/New Business

- Capital Improvement Report is presented to the Planning board for Acceptance.- The committee met with the departments in town to determine what their needs are. They were compiled into the CIP report. Sheldon made a motion to accept the CIP report as presented. Nick seconded. APPROVED
- PWSF SUP, C/M Applications and Wavier Request Review/Approval – updated documents were presented for review. Pat made a motion to accept the documents, Andy seconded. APPROVED
- Discussion of Planning Board budget items for 2023 – Ian spoke about rising costs, and what to trim and/or increase for next year's budget. Sheldon reviewed some items that the Planning Board may be working on next year.
Salaries – increase to \$3200
FICA and Medicare – should be about \$250
Engineering reviews – no expenditures – this is a pass through. Ask Elaine when the last time this line item was used, determine if it needs to be kept.
Legal – GPO was reviewed, cost was \$922.50. Subdivision Regulation will require similar attention. \$2500 is a minimum amount.
Consultant – similar to legal, keep at \$500. – What was the \$110 for? Lianne will check with Elaine.
Printing – banner/poster for GPO. Keep this number in, decrease to \$300

Newspaper Advertising – leave until next year – re: posting vs. printing. Keep the same.

Dues/Subscriptions etc. – keep as is.

Office Supplies – Leave as is

Recording Fees – there should be something in here to cover for someone having to drive to the registry.

Postage –

Andy feels that we should table actual numbers for the budget until we have further information. Lianne will get information from Elaine and send it to Sheldon. He will discuss with Ian and they will send a proposed budget to the Board.

Recording fees – leave at \$400? We do not know the answer to this.

Equipment – increase this number to \$3500 to purchase a larger TV/Zoom package from Tech support.

Buildout Analysis – Sheldon found a company that could do this. Costs vary, but an estimate would be \$10000-\$20000. There is \$20,000 in the CIP. Keep this number, determine what level of detail we would like. Tax maps are not geo-referenced. Add this into the consulting line. Pat will check with LRPC for suggestions on who to talk to about buildout analysis.

Order RSA books – we will order 8.

Sheldon collected the new email addresses for everyone

pbchair@tamworthnh.org

first letter of first name, entire last name@ tamworthnh.org

Pat made a motion to not have the ADU discussion tonight, Andy seconded.

Lianne spoke about a discussion that Bearcamp is hosting in January regarding ADUs, housing. Planning Board must limit their discussion to amendments to subdivision regulations, not as a separate ordinance.

- Discussion of ADU's in Tamworth- Next steps? Research how it will fit into subdivision regulations.

6. Action Items

7. Adjournment – Andy made a motion to adjourn at 8:02 pm, Pat seconded. The meeting was adjourned.

Respectfully submitted,
Melissa Donaldson
Planning Board Clerk