

PLANNING BOARD MEETING MINUTES
MARCH 15, 2023, 7:00 PM AT DUNBARTON TOWN OFFICES

The chair called the meeting to order at 7:00 p.m.

Roll Call Attendance

Ron Slocum, Vice Chair George Holt, Chair Chuck Frost, Ex-Officio Justin Nault

New resident Don Stairs was in attendance to observe the meeting as he is interested in being an Alternate Member.

Business

The chair confirmed that this meeting was posted in two places and on the Town's website.

1. Approval of Minutes:

Justin Nault moved to approve the minutes of the February 15, 2023 regular meeting; George Holt seconded the motion. All in favor.

2. Correspondence – None

3. Selectmen's Report – Selectman Nault reported the following: a) All items passed at Town Meeting on Tuesday; b) Town Hall elevator inspection was scheduled for Tuesday but had to be rescheduled when the power went out due to the snowstorm; it is now scheduled for the 16th. The BOS is planning to announce a soft opening for the library in the near future; it will be a little longer for the floor finishing, painting, and lighting to be completed upstairs.

4. Building, Planning and Zoning Department Report – a) The building/code enforcement department has been investigating a property that appears to have more units than were approved. A notice of violation was issued to the owner on March 2, 2023. The notice gives the owner until April 1, 2023 to remove the unapproved units or apply to the Zoning Board for a variance. RSA 676:17 allows the assessment of a \$275 penalty for the first offense and \$550 for each day thereafter until the violation is corrected. If the owner does not meet the requirements of the notice of violation, the Town's attorney is prepared to submit paperwork to Superior Court. b) There has been no update on the status of the Guiney court matter. c) Donna received information from Central NH Regional Planning Commission about a Comprehensive Economic Development Strategy (CEDS). The information has been distributed to the Selectboard and Planning Board members for review. This project involves all 20 towns in the CNHRPC and six towns in the Southern NH Planning Commission and includes education, energy, transportation, sewer & water, study, municipal, recreation, and other projects. Donna attended a meeting about the update of the current CEDS earlier today and learned that the CEDS is a building block for future funding of projects the Town might be considering. The project nomination criteria were reviewed, and Donna was asked to distribute the form to the energy committee and school for their consideration of projects as well. Donna was also asked to review the Master Plan for possible project ideas. d) Donna will update the Zoning Ordinance with the new text for the Workforce Housing Ordinance as approved on Tuesday.

Old Business - None

New Business

Application 2023-PB-001 – Wayne Mills – Two-lot Subdivision, Map F3-01-04, 50 Stark Highway North in the Village/Medium-Density Residential District. Chuck Frost stated that he would recuse himself from this matter as a long-time acquaintance of the applicant, leaving three voting members which is not enough to constitute a quorum. It was agreed to continue the application to a time when more members would be in attendance.

Justin Nault made a motion to continue the application to Wednesday, April 5, 2023 at 7:00pm; George Holt seconded the motion. All were in favor. There will be no further notification.

Other Business

Land Development Regulations – George Holt said he has not had a chance to go over the sections he was going to review. The chair asked if there are other sections to be discussed. Donna explained that the board has gone over all the sections that were noted for further discussion during their initial review and revisions have been sent to Matt Monahan for inclusion in the draft document. Once he has the information on George's sections, Matt will provide the board with an updated draft. Board members will once again go through the document for content, organization, and grammatical review.

Alternate member – Don Stairs said he found the meeting interesting and would like to be considered for an alternate member position on the board. Those in attendance agreed that it would be good to have an alternate and were in favor of Mr. Stairs being appointed to the position. Selectman Nault asked Donna to have the Town Clerk prepare appointment papers for the next BOS meeting.

Member re-appointment - Chair Chuck Frost stated that the terms of George Holt and Ron Slocum end this month and confirmed that both want to be re-appointed. Donna was asked to have those papers prepared as well.

George Holt moved to adjourn the meeting at 7:36 p.m.; seconded by Justin Nault. All were in favor.

Respectfully submitted,
Donna White