

**TOWN OF NEW HAMPTON  
PLANNING BOARD  
MEETING MINUTES**  
Fire Department Training Room  
26 Intervale Drive, New Hampton, NH 03256

November 21, 2023

**CALL TO ORDER**

Chairman Hiltz called the meeting to order at 6:00 p.m. and led the Board in the Pledge of Allegiance.

**MEMBERS PRESENT**

Regular Members: Mrs. Hiltz, Mr. Broadhurst, Mr. Shea, Mr. Drake, & Mr. Katz. Alternate members: Mr. Vachon & Mrs. Bruning.

Mrs. Hiltz appointed Mr. Vachon to vote in place of Mr. Mertz and Mrs. Bruning to vote in place of Mr. Hays.

**OTHERS PRESENT**

Planning Assistant Mr. Pollock

**MINUTES**

Mr. Vachon made a motion, seconded by Mr. Shea to approve the minutes of 10/17/23 with the following changes:

1. Pg 2: End of Randy Colby discussion – change date of continuation to 11/21/23.
2. Pg 3: 3<sup>rd</sup> sentence – Change from ...“ they will create ...” to ...“there is a ...”

Vote passed with Mr. Katz recusing himself as he had not been present.

**PUBLIC HEARING**

Mrs. Hiltz opened the hearing to review and discuss the Regional Concerns Section of the Master Plan that has been prepared by the Master Plan Update Subcommittee and whether to adopt the change. Mr. Broadhurst advised that the subcommittee had drafted the new section of the Master Plan titled “Regional Concerns” that had been previously sent to the Board. Mrs. Hiltz asked if there were any questions. Mr. Katz said he feels this new section of the Master Plan needs more work to connect it back to the Vision section. He suggested addressing housing and economic development and how those would affect changes in the zoning ordinance. He said if a consultant was to be hired this addition is premature. Mr. Broadhurst agrees the Vision section needs more revisions.

Mrs. Hiltz asked for input from anyone else present. June Smith asked Mr. Katz for a better explanation of his concerns and Mr. Katz said he feels more work is needed to the new section so it coincides with RSA requirements, and the Vision section.

Mr. Broadhurst made a motion, to adopt the Regional Concerns chapter as written. The motion failed for lack of a second. Mr. Katz made a motion, seconded by Mr. Broadhurst to table this section for more discussion. Vote was unanimous and the hearing closed.

**PUBLIC HEARING**

Mrs. Hiltz opened the hearing to review and discuss the Capital Improvements Plan that had been prepared by the Capital Improvements Subcommittee and to consider adoption of the plan. Mr. Katz explained that

the committee considered public safety, quality of life, rational needs from the departments, and to portray the worse-case scenario for Selectmen to consider. He said this plan is only a recommendation to the Selectmen. Mr. Katz said the Selectmen will have to make difficult decisions due to the high cost of equipment requested. Selectmen Drake said an equipment cost of \$59,000 would likely have a \$ .10 effect on the Town portion of the tax rate.

There were no other questions.

Mr. Katz made a motion, seconded by Mr. Vachon to approve the CIP and forward it to the Selectmen for their consideration. Vote was unanimous and the hearing closed.

**SIGNING OF PLANS** (cont.)

*Keri Camarigg & Mary Ann Coughlin, Cedar Lane, Tax Map R7, Lot 22B, Amendment to previously approved subdivision for John & Allia Connors, Map R7, Lot 22.*

No one was present to represent this application.

Mr. Katz made a motion, seconded by Mr. Broadhurst to continue this discussion to 12/19/23 at 6:00 pm. Vote was unanimous.

**SIGNING OF PLANS** (cont.)

*Douglas & Doreen Tehan on property belonging to Filomena Rossi & CP Rossi Trust, 322 NH Route 104, Tax Map R11, Lot 10, Site Plan review*

Mr. and Mrs. Tehan were present and said some progress was made with NHDES but their engineer withdrew which has delayed action again. NHDES is considering some resolution with the existing plan. Without this resolution they will not be able to go into the building for the winter.

Mr. Katz made a motion, seconded by Mrs. Bruning to continue this discussion to 12/19/23 at 6:00 pm. Vote was unanimous.

**PRELIMINARY HEARING/SUBMISSION OF APPLICATION** (cont.)

*Randy Colby on property belonging to New Hampton Route 104 LLC, 337 NH Route 104, Tax Map R4, Lot 90A, Landscape & plant supplies/sales and storage for landscape equipment; Site Plan Review*

No one was present for this application.

Mr. Katz made a motion, seconded by Mr. Vachon to continue this discussion to 12/19/23 at 6:00 pm. Vote was unanimous.

**LRPC Regional Housing Needs Assessment & Economic Development District**

Mrs. Hiltz said that during the October meeting, the Board agreed there was language that caused concern with expressing full support for the housing needs assessment. She said the Board wanted the Selectmen's input on this issue. Mr. Katz briefly reviewed the lengthy document that was filled with information, including statistics which shows the state needs a certain number of housing units. LRPC had voted to accept this report without the Fair Share Table which states how many units were needed in each town/city. He said if an Economic Development District was created it would create the possibility of grant monies for assistance in creating jobs, which should follow with additional housing. This may create opportunity for infrastructure grants. Mr. Katz suggested a motion to accept the

Regional Housing Needs Assessment without the Fair Share Table and that LRPC should apply for an Economic Development District. Mr. Drake said the Selectmen agreed with the context of the plan but did not want to commit to something that the Town was unable to accomplish relative to the Table.

Mr. Katz made a motion, seconded by Mr. Drake to endorse the LRPC approach of accepting the Regional Housing Needs Assessment without the Fair Share Table and endorsing an application by LRPC to apply for an Economic Development District for the 30 membership towns. Vote was unanimous.

Mr. Drake asked if there are any potential hidden costs with this EDD and Mr. Katz said costs would likely be born by LRPC, though if more staff was needed as a result, it would increase the Town's allocation.

**Discussion on RFP for Planning Consultant**

Mr. Broadhurst said he and Mr. Anderson met with Land Use Planner Christine Marion at LRPC to discuss creation of an RFP for a rewrite of the Master Plan. She said she saw no major issues with it but to possibly amend the Vision chapter. No funding would now be needed for the hiring of a consultant. Mr. Katz asked if Ms. Marion had any input on the 2019 community surveys. She did suggest including some charts/graphs. Mr. Katz asked if new surveys should be considered for 2024 as the Selectmen are considering appropriations for Planning Board use, and to consider hiring a professional to compile this information. Mr. Broadhurst said the results in the 2019 survey were not much different than the survey done prior to that, ie. – respondents said they love the small-town feeling, and they didn't want to become another Tilton; consistent themes. Mr. Broadhurst said that Mr. Anderson may have additional comments for the December meeting.

**REVIEW OF STANDING COMMITTEES** – Ordinance & Regulations subcommittee

Mr. Katz said that relative to Ordinance and Regulation amendments he feels the subcommittee could continue working on the Solar Installation language they were proposing, suggesting additional members may want to join. Dates to be determined to create a schedule for meetings.

**OTHER BUSINESS**

Mrs. Hiltz advised the Board that Mrs. Vose had pointed out that the checklists attached to the Site Plan and Subdivision Regulations don't match the requirements in each of the regs.

Mr. Katz made a motion, seconded by Mr. Shea to authorize Mrs. Vose to make the housekeeping changes so the checklist aligns with the requirements in the Site Plan and Subdivision Regulations. Vote was unanimous.

Mr. Vachon said New Hampton School has hired dumpsters for disposal purposes and learned that NHS may be disposing of a lot of corrugated which would be helpful to the Town in offsetting the cost to run the Transfer Station. He was told they may not be recycling with the Town, suggesting the Selectmen discuss this with NHS. Mr. Drake said he can speak with them about it, though disposal of all other items is more sensible through the rental of a dumpster so that cost is not impacting the taxpayers. NHS Jerilyn Wilder suggested that students may want to get involved with recycling cardboard.

Planning Board, November 21, 2023 (cont.)

**ADJOURNMENT**

Mr. Katz made a motion, seconded by Mr. Shea to adjourn the meeting at 6:51 pm. Vote was unanimous.

Respectfully submitted,  
Pamela Vose