

**Town of Goshen  
Planning Board  
Minutes of March 3, 2022  
FINAL APPROVED**

**Planning Board members present (quorum = 3):** Alicea Bursey (Chair), Kayla Frink, Steve Bursey, and Derek Tremblay (*Ex-officio to the Select Board*)

**Guests:** Karen Berriault (alternate)

**Meeting called to order at 7:02 p.m.**

Discussion was had regarding the potential to add Karen Berriault (alternate) as a member while Kayla Frink is out on leave. Karen Berriault will attend the upcoming March 17, 2022 meeting in case she needs to operate in a member capacity. Karen will be voted in on a meeting-by-meeting basis until Kayla returns.

**Review of Minutes (2/17/2022)**

*Kayla Frink motioned to accept the minutes of February 17, 2022 “as is”; Alicea Bursey seconded the motion. All were in favor.*

**Master Plan**

The Board is waiting for an itemized list of services/options that will be made available by the Upper Valley Lake Sunapee Regional Planning Commission at a later time. The Board agreed to wait until an itemized cost list can be reviewed to determine whether or not to break out the Natural Resources Plan from the Master Plan and to determine the path of the renewal. No actions were made at this time.

**COLA raises, merit raises, performance review for Secretary**

The Board has tabled this discussion and will review this item during an upcoming meeting.

**Capital Improvement Plan**

The Planning Board reviewed the Board of Selectman’s notes and suggestions to the CIP, which were made during their February 28, 2022 meeting. Chair Bursey mentioned that she has reached out to the NHMA regarding some concerns the Board of Selectman had. She is waiting for a response which could take a week or so to receive.

Derek Tremblay presented the Board of Selectman’s review on the CIP from their February 28 meeting and their thoughts regarding specific sections of the plan. One main concern that the Board of Selectman had was that in the conclusion section, they believe that some of the wording is making policies rather than actually capital improvement. The overall view of the Selectman would be to remove specific sections in the conclusion or to create a separate document to address this issue. If a separate document is to be created the Selectmen would like it presented to them for further action. Chair Bursey voiced concern that creating a second document, while it would be easy to create and get to the Selectmen, may be lost and not followed up on by future Boards if not kept in the public eye for discussion; such as with in the CIP or other regularly updated document.

Steve Bursey commented, saying that the CIP is a guideline, not policy and he asked Alicea Bursey, if she felt that past Select Boards put into practice the suggestions made from previous CIPs. Alicea Bursey answered that

not many suggestions were put into practice and this is noted in the CIP. Derek Tremblay remarked that the Board of Selectman would like to see this practice stop and not “keep kicking the can down the hill”. Therefore, the Board of Selectman felt that if the CIP only addressed actual capital projects, it would be a plan where Board’s could actually address items.

Discussion was had regarding the guiding principles that were listed in the conclusion. Kayla Frink also mentioned that many of the items were simply recommendations and not policies. She asked if the separate document that the Board of Selectman suggested creating would be enforceable or would things fall through the cracks and get pushed aside.

Additional discussion was had regarding the need for having a plan set in place for funding. Steve Burse mentioned that he has some experience laying concrete for small town projects and he wondered where their resources were coming from. He suggested that a conversation could be had regarding research on other financial avenues for small town projects.

Kayla Frink suggested that some of the wording be replaced to make the items in the document feel like more of a suggestion. Melissa Salinardi suggested draft language for an additional disclaimer to be added to the conclusion section and draft language for a possible introduction disclaimer. The Board will look into the possible rewording of the introduction and the conclusion.

Chair Burse also offered the option of having the Planning Board coordinate annual audits with the various departments. From those audits, the Planning Board would craft an update with recommendations for where in the CIP boards/committees are, whether they will hit their goals, and when planning for projects is expected from the departments. The audit will then be provided to the Board of Selectmen for their follow up.

The Board decided to wait until information is received from the NHMA before making a final decision. The Board will wait to hear from them and then decide what the next action will be during the next meeting. The Board will plan to do a yearly audit of the CIP to keep information from departments as up to date as possible.

### **Member Discussion (ongoing)**

Alternate members are still needed for the Planning Board, this topic will remain a standing agenda item until filled. Anyone interested in becoming an alternate member of the Planning Board should stop by any of the Planning Board meetings at the first or third Thursday of the month at 7pm in the Goshen Town Hall. Applications for the alternate position can be found on the Planning Board webpage.

### **Other Business**

- The next meeting will be the third Thursday of the month – March 17, 2022.
- **Solar/Alternate Energy Discussion:** The board will review and discuss during a future meeting.

### **Standing/Upcoming items**

- Capital Improvement Plan
- Master Plan Review
- Solar/alternative energy RSA and town regulation discussion - pending
- Rand Pond Beach Discussion - Standing Item
- Member Discussion - Standing Item
- *CIP Audit - Standing Item (Annually May/June)*
- *Budget due December 1, 2022*
- *Annual report due February 1, 2023*

- *Annual audit of CIP*

*Kayla Frink made a motion to adjourn the meeting. Steve Bursey seconded the motion. All were in favor. Motion passes.*

**Meeting adjourned at 7:53 p.m.**

Respectfully Submitted,  
Melissa Salinardi  
Recording Secretary