

**Town of Goshen
Planning Board
Minutes of August 4, 2022
FINAL**

Planning Board members present (quorum = 3): Alicea Bursey (Chair), Kayla Frink (Vice-Chair), and Derek Tremblay

Guest (s): Kim Gaddes, Sebastian Zyzdorf, Alan Greenhalgh

Meeting called to order at 7:00p.m.

Review of Minutes (7/21/2022)

The minute review of the joint meeting of July 21, 2022, was tabled until members who took part in the meeting could be present.

Lot Line Adjustment/Annexation

Alan Greenhalgh presented the updated information that the Board requested during a previous meeting for the lot line adjustment/annexation on 303 Center Road. The Board reviewed all the updated information and maps and found all material updated in accordance with their previous requests, including road frontage measurements and dashed line to distinguish where the lot line adjustment would occur. The proposed project would be to carve off 6.98 acres from tax map 206, lot 1.1 and annex it to tax map 203, lot 24.1 and would also carve off 3.19 acres from tax map 203, lot 25 and annex it to tax map 203, lot 24.1. The two parcels would be annexed into the back section, adding approximately 10 acres to an existing 81-acre (tax map 203, lot 24.1) lot resulting in a 91-acre lot.

Alan Greenhalgh mentioned that a wall from the original town hall was located on the property and would be added to the final plat. It will be distinguished as a historical landmark on the tax map for future owners. Additionally, a town pound was located on the property and will also be included in the final plat. Mr. Greenhalgh indicated that he would also let the historical society know about the wall.

Kayla Frink motioned to move the lot line adjustment/annexation to a Public Hearing during the September 1, 2022 meeting. Derek Tremblay seconded the motion. All were in favor; motion passes.

Recording Secretary will send out certified letters to all abutters and public notices will be posted in Town designated locations as well as on the Town website and in the Eagle Times. The Public Hearing is scheduled for September 1, 2022.

Subdivision (Morris)

This item was tabled until the August 18, 2022 meeting.

Member Discussion

Mr. Sebastian Zyzdorf expressed his interest in joining the Board as an alternate. The Board explained procedures and responsibilities as an alternate member and asked Mr. Zyzdorf questions regarding his interests and experiences in Town matters. Mr. Zyzdorf orally completed the application for alternate with the Board.

Kayla Frink motioned to accept Mr. Zyzdorf as an alternate member of the Planning Board. Derek Tremblay seconded the motion. All were in favor; motion passes.

Other Business

- **Complaint:** Ms. Kim Gaddes presented the Board with her written formal complaint letter regarding the Anderson Pit (see attached document below). Chair Bursey read the letter aloud. Discussion was had and additional concern was raised by Ms. Gaddes expressing that she hoped that her complaints were being heard by all parties. Chair Bursey mentioned that the Pit was being monitored, however, the Board relies largely on the input of residents. She also remarked that she reached out to Mr. Shaun Carroll, Jr. the same day of the complaint and the issue has been addressed. Chair Bursey also stated that she always shares any complaints received with the Board during the next available meeting and with the Board of Selectmen. Chair Bursey mentioned that she has done spot checking in the early morning and reminded everyone that some actions were permitted by the Pit according to their permit regulations. Another concern that was brought to the Board's attention was the entrance on Route 10 and the possibility of it being moved to Lear Hill Road. However, the current Board cannot revisit a previous Planning Board's decision, therefore, the topic of moving the entrance cannot be brought before the Planning Board as the original application for the Pit including this entrance was denied. Ms. Gaddes suggested having an informative meeting with the Carroll Concrete to discuss some of the concerns that she has presented. But that she didn't want any lawyers present. Kayla Frink mentioned that she knows the Carrolls and would like Mr. Carroll to be present during a meeting to hear and address the complaint. A tentative informational session with Mr. Shaun Carroll, Jr. will be held on September 15, 2022 during a regular scheduled meeting. Chair Bursey will follow up with Carrol Concrete to confirm the meeting also works for them. No actions were made at this time.
- **Performance Review for Secretary:** The Board tabled this discussion for a future meeting.
- **Spreadsheet:** The Board tabled this discussion for a future meeting.
- **Next Meeting:** The next meeting will be the third Thursday of the month – August 18, 2022.

Standing/Upcoming items

- Route 31 subdivision (McCutcheon)
- Capital Improvement Plan Review
- Master Plan Review - Pending
- Solar/alternative energy RSA and town regulation discussion - Pending
- Rand Pond Beach Discussion for inclusion in Master Plan - Standing Item
- Member Discussion - Standing Item
- *Budget due December 1, 2022*
- *Annual report due February 1, 2023*
- *Annual audit of CIP (May/June)*

Kayla Frink made a motion to adjourn the meeting. Derek Tremblay seconded the motion. All were in favor. Motion passes.

Meeting adjourned at 8:04 p.m.

Respectfully Submitted,
Melissa Salinardi

Recording Secretary Consolidated provided a form letter that could be used to show support. The letter is due to Consolidated tomorrow, July 22, 2022.

Dianne Craig motioned to write a letter in support of Broadband that will be submitted to Consolidated Communications. Steve Smith seconded the motion. All were in favor.

Capital Improvement Review

Chair Bursey opened the Capital Improvement Plan review portion of the meeting. The Boards reviewed the requests that were presented from the Police Department and Library, and reviewed ideas that were discussed by the Planning Board for the Highway Department and building maintenance.

Police Department: Chair Bursey read through Chief Anderson's request for CIP which included requests for body cameras, upcoming vehicle needs, upcoming software needs, and monies to be put into the capital reserve fund. Chair Bursey read through a three-year plan complete with tax impact details for addressing the needs of the department that would have a minimal impact on the tax rate while allowing funds to be saved and larger purchases to be made over time.

Barbara Paronto stated that she thought that the numbers looked good and that she hopes that some of the bigger purchases can be placed in a bond which would help pay for the larger items without taking money away from the capital reserve funds.

Sandra Sonnichsen suggested that grant monies could also be used to offset the cost of some purchases.

The Boards did not have any additional questions or concerns regarding the Police Departments submitted CIP.

Library: The Boards reviewed the Library's CIP requests.

It had been suggested at a previous Planning Board meeting that some of the needs be met by a town building maintenance fund. Barbara Paronto stated that an account for those types of needs may already be in place. There is currently a library fund that is unspecified with \$4,400 available. Chair Bursey will follow up with the Library to see what the parameters of that account are and if there are already plans for the funds.

Sandra Sonnichsen suggested to research additional grants and rebates that could help with some of these projects. She suggested researching a more cost-effective solution to the window replacement problem which could include an energy audit. She also noted that in previous energy audits that she has been a part of windows were not considered to be one of the better ways to produce energy efficiency and take a long time to pay for themselves.

Highway Department: Though no formal requests were submitted by the Highway Department, the Boards discussed some of the larger projects that the Town will have to address, such as Lear Hill Road and regularly recurring road maintenance. Barbara Paronto suggested that a bond is the best way to address bigger projects without depleting the capital reserve funds and minimizing the tax impact to the Town. She mentioned that bonding has not always been a popular topic, however, she believes that with these large projects like Lear Hill, it is the best solution. Steve Smith mentioned that some projects might need to be on a 10–15-year plan due to the cost.

Dianne Craig mentioned that decisions for fixing the roads and other highway department tasks are difficult to discuss until a new road agent can be hired. She stated that the Board of Selectman is in the hiring process and would like to see what the new hire's suggestions will be before too many things are changed.

Steve Smith stated that he is not opposed to bonding, however, he voiced his concern regarding interest rates and inflation. Barbara Paronto stated that yes, interest costs have gone up but she still believes that projects like Lear Hill Road will not get done without a bond. George Hebert mentioned that at the county level, there may be funds available to towns. Alicea Bursey reminded everyone that the town cannot over bond, there are some restrictions. She also shared the timeline for applying and receiving bonding funds for this time next year.

Additional discussion was had regarding the potential financial direction of the highway department. The Board discussed setting up a capital reserve fund as well as researching grants, bonds, and other financial aid that could be received. Dianne Craig suggested the SEIDS grant which would aid in infrastructure. George Hebert suggested seeing what could be done through the county including the use of SEIDS funds. Barbara Paronto suggested getting someone experienced to look at Lear Hill Road and come up with a hypothetical plan.

Sandra Sonnichsen brought up Lempster Coach Road and the bridge, stating that some of the grants that have been applied for are requesting an in-kind contribution. She suggested that volunteers might be able to post road construction signs and asked if it would be possible to run the grader down the road to smooth it out which may be counted as part of the in-kind contributions. The Board of Selectman noted that the Class VI portion of Lempster Coach Road was still under the emergency lane provision and thought that her request was possible.

Steve Smith again mentioned that the Board of Selectman would like to wait to make any final decisions until the new road agent can be hired. Alicea Bursey suggested adding money to the capital reserve fund so that when the new road agent is hired, there will be money set aside for them to work with. Dianne Craig stated that it wouldn't be a bad idea to put money into a capital reserve fund, but the BOS would like to hear from the new candidate about improvements and needs that they might need. Steve Smith thanked Dianne Craig and Heather Peckham for stepping up during this interim time to help with the finances and assignments given to the BOS.

The Planning Board discussed large-scale bond projects, which included, restoration and maintenance of town buildings, Lear Hill Road, road restoration, bridges, equipment, etc.

Fire Department: Though no requests were submitted by the Fire Department, the Boards discussed some of the projects needed by the Fire Department, such as a new fire truck and a new building. It was mentioned that the fire department may qualify for a large amount of grants.

Dianne Craig asked Sandra Sonnichsen if she believed that there was enough space on the land for a new building. Sandra Sonnichsen stated that the septic would be large enough, however, the space on the land may be too small for a bigger building. She also mentioned the erosion problem behind the building and asked if there was any way to restrict mowing near the riverbank to ensure that more erosion damage doesn't occur. The Board of Selectman mentioned that they would discuss it and if possible, could make a recommendation that the area behind the fire department near the riverbank is not mowed. It was also suggested that an erosion study be done as noted in the Hazard Mitigation Plan and possibly having an educational information session regarding the current erosion problem.

The Boards discussed potential warrant articles for the capital reserve funds. The Boards agreed to recommend putting \$15,000 into the Municipal Town Building Fund in fiscal year 2023. The Boards also agreed to recommend putting \$15,000 into the Roads Maintenance Fund.

The Board of Selectman, Planning Board, and Budget Committee had no further questions or concerns.

All Capital Improvement Plan topics were discussion and recommendations only, no votes were taken and appropriate measures to bring these suggestions to the Town Meeting would need to be followed.

The minutes will be reviewed by Chair Bursey, Chair Smith and Barbara Paronto before they are posted in their draft format. The final copy will be approved by the Planning Board during their August 4, 2022 meeting.

There was a brief discussion regarding wages and raises, Steve Smith stated that the Town employees are vastly underpaid, and he would like to see this situation improved. Barbara Paronto stated that wage increase was never done consistently which is why there has been such a problem in this area. She further shared that ultimately the Budget Committee has no say over raises, that they review budgets and make recommendations on budget amounts/line items not individual needs such as raises. The issues of raises remains with the BOS. Steve Smith agreed but stated that he would like to see a solution to the problem because many people who work for the Town are severely underpaid.

Alicea Bursey briefly discussed Current Use laws and some discussion was had regarding the impact of those laws on the tax base. However, most of the regulations are state monitored and would have to be brought before state representatives.

Other Business

- **Performance Review for Secretary:** The Board tabled this discussion for a future meeting.
- **Spreadsheet:** The Board tabled this discussion for a future meeting.
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Standing/Upcoming items

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Dianne Craig made a motion to adjourn the Board of Selectman portion of the meeting. Steve Smith seconded the motion. All were in favor. Motion passes.

Board of Selectman meeting adjourned at 8:34 p.m.

Kayla Frink made a motion to adjourn the Planning Board portion of the meeting. Steve Bursey seconded the motion. All were in favor. Motion passes.

Meeting adjourned at 8:35 p.m.

Respectfully Submitted,
Melissa Salinardi
Recording Secretary