

**Town of Goshen  
Planning Board  
Minutes of October 6, 2022**

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

**Meeting called to order at 6:57 p.m.**

Alicea Bursey, Chair, mentioned that she had asked Kayla Frink, Vice-Chair, to conduct the meeting. The Board members had no concerns.

**Review of Minutes (9/15/2022)**

*Alicea Bursey motioned to accept the meeting minutes of September 15, 2022 “as is”; Steve Bursey seconded the motion. All were in favor. Kayla Frink abstained.*

**Anderson Pit Complaint**

Kayla Frink presented the Board with a follow-up email that was received from Kim Gaddes in regards to a noise complaint that she made against the trucks entering the Anderson Pit. During the last meeting, Ms. Gaddes and Mr. Shaun Carroll, Jr. discussed the complaint in detail and Ms. Gaddes followed-up with an additional complaint of the same type of noise that was previously discussed. In her email, Ms. Gaddes references excessive jake brake noise coming from one particular truck leaving the Pit. Per the decision made by the Board during the last meeting, the complaint was sent to Mr. Carroll immediately so that he could address the complaint. Of note, Ms. Gaddes copied Mr. Carroll on the complaint. It you led back and Chair Bursey re-forwarded it with no other exchange.

Steve Bursey mentioned that although Mr. Carroll can prohibit the use of jake brakes in his Pit, he cannot prohibit the trucks from using them when they drive unto Route 10. Derek Tremblay asked at what point does the Board consider this a singular concern rather than a pattern of concerns and should the Board continue to address this complaint if no actions can be made.

Chair Bursey mentioned that Mr. Carroll has not violated his permit and continues to use noise reducing practices. Therefore, she suggested that the Board send an email to Ms. Gaddes with the Board’s decision. She also remarked that the practice of this Board for the last few years has been and continues to be that complaints need to be brought to a meeting by the complainant. She further remarked that Ms. Gaddes is always welcome to attend meetings and bring forth complaints. Ms. Gaddes was asked if she would attend this evenings meetings for the complaint and declined stating she had already stated the issue at the previous meeting.

The Board will send the following to Ms. Gaddes:

“Dear Ms. Gaddes, The Planning Board met on October 6th to discuss the noise complaint made against the Anderson Pit. They recognize your concerns, however, at this time, the Board has concluded that the property owner is acting in conformity with the permit and regulations and the Board cannot find anything to suggest otherwise. Mr. Shaun Carroll, Jr. has been made aware of the complaint via forwarding the initial email complaint. In an effort to bring closure to this discussion, the Board finds no actionable items to address. Thank you for your time and efforts to keep the Planning Board aware of Town activity.”

### **Annexation/Lot Line Adjustment/Subdivision (Greenhalgh)**

The 30-day appeal period for Mr. Greenhalgh's annexation/lot line adjustment/subdivision has ended. No concerns or problems were brought before the Board.

Mr. Greenhalgh submitted one copy of the mylar for the Board to sign, however, two copies are required. The Board will wait to receive the second copy and sign the mylars at the October 20th meeting.

### **Route 31 Subdivision (McCutcheon)**

Mr. McCutcheon has not brought any additional information before the Board. This item remains tentative until further information is provided.

### **Participation in the UVLSRPC Commission**

The Town is currently part of the Upper Valley Lake Sunapee Planning Commission, however, the Town does not have an active representative. If any one is interested in becoming a representative for the Town, they can speak to Derek Tremblay or the Board of Selectmen for further information.

### **Law and Regulation Changes**

The Board discussed some of the recent changes to the Land Use laws and regulations. Derek Tremblay mentioned that his understanding was that the timeline for Land Use Boards has now been clearly defined. He also mentioned that if a decision is not made within sixty-five (65) days, the project will be automatically approved and if no approval is given, the project will be presented before the Board of Selectmen for review and approval.

Alicea Bursey mentioned that in addition, the fee schedule must be more obvious and easily accessible. It also should be updated to be made clear and have all fees included on the document. The Board will review the fee schedule and make edits during an upcoming meeting.

### **Member Discussion**

If anyone else is interested in becoming an alternate member of the Planning Board they 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.

It was mentioned that Sebastian Zyzsdorf is waiting to be sworn in but hopes to join the Planning Board soon as an alternate.

Kayla Frink asked if the Facebook ad for alternates is still up and suggested that it be refreshed on the page so more people might view it.

### **Other Business**

- **Performance Review for Secretary:** A sample was presented. The goal of the review is to evaluate, retain, and determine raises. Chair Bursey will update the draft form to include an area for the Secretary to add tools that will help to perform the duties of the role more effectively. The board discussed this and will take it home and look it over and bring it back at the next meeting with performance review comments for discussion at the next meeting.
- **Spreadsheet:** The Recording Secretary will update this spreadsheet and present it to the Board at the next meeting.

- **Budget:** Chair Bursey stated that she received the Budget 2023 request from the Board of Selectmen Administrative Assistant. The Board reviewed the appropriated numbers from 2022 and decided to review the information and suggest edits at the next meeting. Chair Bursey further added that it was her practice in the past to use the Chair's stipend to offset the expenses if needed or she has also chosen to give her stipend to the Recording Secretary as a year-end bonus, however, she stated that this was a personal decision and does not have to be continued in the future by future Chairs.
- **Annual Report:** The annual report is due in February 2023 and the Board will review, make changes and revisions at a future meeting.
- **RSA 91A (Non-Public Session):** Chair Bursey presented an issue that came up at the Zoning Board meeting. In which a potential RSA 91 A issue came up but didn't concern the land use board. The Zoning Board wanted to get information to the Selectmen but be RSA 91 A compliant.
- **Board of Selectmen Agenda:** Chair Bursey shared recent feedback from the Select Board requesting an agenda of the Planning Board update to be submitted to the Select Board by the Friday before their meeting for inclusion in their agenda. Vice-Chair Frink updated the Board that the Planning Board agenda and items discussed at their meeting must be submitted to the Board of Selectmen, per their request, the Friday before their meeting. She asked Mr. Tremblay, as ex-officio to the Board of Selectmen, if he would be able bring the updates to the BOS. Mr. Tremblay asked if a copy of the agenda and draft minutes from the previous Planning Board meeting could be sent to him prior to the BOS's meeting. The Recording Secretary will make sure to provide that information to Mr. Tremblay. Mr. Tremblay stated that he will bring the updates before the Board of Selectmen for their review.
- **Resignation:** Chair Bursey submitted her official resignation letter to the Board effective December 1, 2022. She will remain as Chair through the end of October and continue to be an active member through November. She has agreed to help Vice-Chair Frink transition into the role of Chair. She remarked that she has been in the position for quite a while and is a true believer in term limits and would like to see other people have the opportunity to step up and serve.

Vice-Chair Frink stated that she is in no position to fulfill the role of Chair. For personal reasons including many responsibilities, she does not feel she can fully commit to this position. She would like to stay on the Planning Board but only as a member. She is willing to hold the interim position as Chair until the first of the 2023 year, however, does not want to continue in that role.

The Board discussed possible next steps. Mr. Tremblay asked what the options were if no one was interested in being on the Planning Board. Chair Bursey was unsure and suggested reaching out to the NHMA for guidance. There was a discussion of adjusting monthly meeting amounts and continuing to post on Facebook that there are positions available.

Mr. Tremblay remarked that will be sorry to see Chair Bursey go, but understands her decision to resign from the Board. Vice-Chair Kayla Frink thanked Chair Bursey for her dedication and countless hours spent for the Planning Board.

*Alicea Bursey motioned to accept her resignation from the Planning Board effective December 1, 2022. Steve Bursey seconded the motion. All were in favor-yes.*

- **Next Meeting:** The next meeting will be the third Thursday of the month – October 20, 2022.

#### **Standing/Upcoming items**

- Route 31 subdivision (McCutcheon) - pending
- Lot Line Adjustment/Subdivision/Annexation (Greenhalgh) - Signing of Mylars

- 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)*

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

***Meeting adjourned at 7:57 p.m.***

Respectfully Submitted,  
Melissa Salinardi  
Recording Secretary