

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

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

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

Review of Minutes (10/20/2022)

George Hebert motioned to accept the meeting minutes of October 20, 2022 “as is”; Alicea Bursey seconded the motion. All were in favor. Derek Tremblay abstained.

Annexation/Lot Line Adjustment/Subdivision (Greenhalgh)

The Board received further information from the NHMA regarding the Town’s responsibility of submitting the mylars. It was suggested that the Town submit the mylar copy to the Registry of Deeds instead of the applicant. The Board had not included the registry of deed filing fee into Mr. Greenhalgh’s invoice, therefore, the Chair will reach out to Mr. Greenhalgh regarding next steps.

Route 31 Subdivision (McCutcheon)

No further information was submitted by Mr. McCutcheon or Mr. Bartlett. The Board reached out to the state regarding the state permit that was submitted, however the permit was found to be expired and the applicant must resubmit an application. The Board would also like to research whether an additional town permit would be required once state approval has been given since the town also has a requirement for driveway permitting.

The Board decided to wait for an application from the applicant to be submitted before they move forward with a site visit. Chair Frink will reach out the the NHMA and gather further information regarding Town permit requirements. No further actions were made at this time.

Law and Regulation Changes

This discussion was tabled until a future 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.

Other Business

- **Land Use Summary Spreadsheet:** The Recording Secretary has updated and emailed the Board a copy of the summary of land use decisions made from 2012. This spreadsheet

can be used as an informational tool for the Boards and the Recording Secretary will continue to add annual updates when applicable.

- **Annual Report:** The annual report is due in February 2023 and the Board will review, make changes and revisions at a future meeting.
- **Fee Schedule:** The Board will review the fee schedule at a future meeting. They discussed the possibility of adding a Registry of Deeds fee if the Board is required to submit mylars. Chair Frink contacted NHMA to make sure the Town's fee schedule is compliant with the new HB 1661 law and will update the Board at a future meeting. No actions were made at this time.
- **Next Meeting:** The Board decided to cancel the second meeting in November.

Derek Tremblay motioned to cancel the November 17, 2022 meeting. George Hebert seconded the motion. All were in favor, motion passes.

- **Chair's Annual Stipend:** There was a discussion regarding the transfer of the Chair's annual stipend. Both Chair Frink and Alicea Bursey had agreed to transfer the stipend to the Recording Secretary. The board agreed that the stipend could be given to the Secretary, Alicea Bursey will follow up with the Select Board.

Derek Tremblay made a motion that the Chair's annual stipend for 2022 be provided to the Board's Secretary, Melissa Salinardi in its entirety. George Hebert seconded the motion. All were in favor, motion passes.

Standing/Upcoming items

- Route 31 subdivision (McCutcheon)
- 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)*

Alicea Bursey made a motion to adjourn the meeting. George Hebert seconded the motion. All were in favor. Motion passes.

Meeting adjourned at 7:26 p.m.

Respectfully Submitted,
Melissa Salinardi
Recording Secretary