

**Town of Goshen
Planning Board
Minutes of June 15, 2023
FINAL APPROVED**

Planning Board members present (quorum = 3): Kayla Frink (Chair), Philip Stasulli, Derek Tremblay (ex-officio to the Select Board)

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

Property Runoff (Pheasant Runn Development)

The Board brought the matter of the erosion runoff damage from a lot in the Pheasant Runn development located off Brook Road to the Town’s legal counsel. The Town attorney stated in her response that “there are limited areas of authority for a planning board in New Hampshire,” and she advised the Planning Board that a letter to abutters may not be the best course of action. The property and area in question is located on a private road and connects to a state road, therefore, the attorney advised to continue reaching out to NH DOT as this may fall under their purview.

The Board reviewed the attorney’s response and determined to not send a letter to abutters at this time. The Board will continue reaching out to all state and relevant agencies and continue to monitor this matter. No further actions were made at this time.

Review of Minutes (6/1/2023)

Kayla Frink motioned to accept the minutes of June 1, 2023 ‘as is’; Philip Stasulli seconded the motion. All were in favor, 2 yes, Derek Tremblay abstained.

Capital Improvement Plan (CIP)

The Board discussed the procedure for the Capital Improvement Plan. Derek Tremblay thought that last year the Planning Board reviewed the department requests around September. Kayla Frink and Melissa Salinardi will work on getting emails ready to be sent to the department heads requesting any new CIP potential projects. No further actions were made at this time.

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

- **Next Meeting:** The next meeting will be the first Thursday of the month – July 6, 2023.
- **Fee Schedule:** Kayla Frink explained that it had come to the Board’s attention that it is a better practice for a member of the Planning Board to deliver the mylar copy to the

Registry of Deeds for recording purposes. Therefore, the Board decided to add the cost of the recording fee to the Goshen fee schedule.

Philip Stasulli motioned to add the cost of registering a mylar with the registry of deeds to the fee schedule. Derek Tremblay seconded the motion. All were in favor-yes; motion carried, 3-0.

The Registry of Deeds fees vary depending on the size of the mylar, however, the most common that is used at the Planning Board level is a 22x34 mylar with a \$26.00 recording fee and a \$25.00 Lchip fee. This will be the standard fee accessed, unless otherwise noted.

Standing/Upcoming items

- Master Plan Review - Pending
- Capital Improvement Plan
- 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, 2023*
- *Annual report due January 1, 2024*
- *Annual audit of CIP (May/June)*

Philip Stasulli made a motion to adjourn the meeting. Derek Tremblay seconded the motion. All were in favor-yes; motion carried, 3-0.

Meeting adjourned at 7:25 p.m.

Respectfully Submitted,
Melissa Salinardi
Recording Secretary