

**Present:** Patty Chaffee – Chair; Jeremy Wood; Dick Lincourt; Alissa Bascom; Gabe Bailey – Vice Chair; Doug Neill; Alan Putnam

**Alternates:** Rosie Smith-Hull; Keith Weed; Sharon Francis

**Absent:** Robert Meier Jr. - Alternate

**Staff:** Liz Emerson; Kristan Patenaude - Secretary

Patty Chaffee called the meeting to order at 7:00pm.

**Approval of minutes of 9/21/2021:** Motion by Dick Lincourt to accept the minutes as amended, seconded by Jeremy Wood. Doug Neill and Patty Chaffee - abstained.

**Corrections:** Alan Putnam - Page 3, fourth paragraph from the bottom should read “renewable energy sources.”

5-0-2, motion approved.

**Agenda Review:** none

**Applications:** none

Liz Emerson mentioned that the hair salon next to Claremont Savings Bank will be applying for a site plan soon.

**Continued Business:** none

**New Business:** none

**Administration: 5, 7, and 10 Year Assessments for Mobile Homes**

Patty Chaffee explained that this proposal is to change the building code to possibly be voted on next spring.

Liz Emerson stated that she pulled the mobile home appraisals off Vision. She noted that, no matter the year, the single-wide mobile homes in Town will not reach the \$115,000 break-even point. A double-wide mobile home could hit that point, depending on the year, if it's on its own lot but not in a mobile home park. She suggested that the Board look at using a 5 or 7 year assessment.

Patty Chaffee agreed that she would like to see a rolling five year assessment.

Dick Lincourt noted that the purpose of this proposal is not for the Town to break even, but to maximize the value of the mobile homes coming into Town.

In response to a question from Rosie Smith-Hull, Patty Chaffee explained that this proposal will not effect mobile homes that are already in Town and remain in Town. It will eliminate bringing older mobile homes into Town and putting them on existing lots of land.

The Board had consensus to seek the 5 year and to present this to the Selectboard at its second meeting in November. This would then go to a public hearing in December.

**Communications:**

Liz Emerson stated that she reviewed the Zone E2 regulations and determined that, through Town vote, the allowable locations for mobile home parks in Town can be restricted. Currently there are three areas for parks in Town. She will review this with the Board at its next meeting, along with the associated regulations.

There was discussion regarding if mobile home parks must be allowed in Town at all. Liz Emerson stated that she would review the RSAs regarding this for the next meeting.

**Master Plan Subcommittee: Approve as final drafts: Economic Development, Education, & Regional Concerns:**

The Board reviewed the Economic Development draft. There was discussion regarding grant writing and economic development positions that could be grant funded for two years. There were some concerns regarding how those positions would continue after the two years.

Sharon Francis suggested that the Economic Development recommendation about trimming trees and shrubbery on Main Street be eliminated, as well as duplicative recommendations about zoning updates.

The Board reviewed the Education draft. It was discussed that there should probably be a different educational comparable used than the city of Dover.

The Board reviewed the Regional Concerns draft. The group discussed other towns that are not necessarily in popular locations throughout the State, but that bring in some amount of review and tourism. The group discussed ways to make this a possibility for Charlestown.

Patty Chaffee stated that the Board will review the drafts for Utilities, Housing, Implementation & Vision at its next meeting. She explained that, once all drafts are finalized, there will be one large meeting with the Selectboard to present the Master Plan. All other groups in Town will be invited to attend.

Motion by Gabe Bailey to adjourn at 7:58pm, seconded by Alissa Bascom. Meeting adjourned.

Kristan Patenaude  
Recording Secretary

