

Present: Alan Putnam; Patty Chaffee; Keith Weed; Richard Carter; Stacy Hassett; Alissa Bascom, Jeremy Wood

Alternates: Lenny Ostasiewski, Bill Rescsanski

Staff: Liz Emerson

Public Present: Meagan Hurley, Dick Lincourt

Alan Putnam called the meeting to order at 7:00pm.

Approval of minutes of 4/18/2023:

Motion by Ms. Chaffee to accept the April 18, 2023 minutes with the correction on line 15 to read “asked if a letter of interest was going to be provided to the Selectboard”, seconded by Mr. Weed.

5-0-2, Mr. Wood and Mrs. Bascom abstained, motion approved.

Applications: Mr. Putnam introduced Meagan Hurley from Fillion Properties to present the site plan amendment. Meagan stated they would be selling plows and trailers and their equipment.

Motion by Ms. Bascom to approve the amendment, seconded by Mr. Carter. 7-0-0 motion approved.

Continued Business: Appoint task force committees. There was a short discussion how economic development and housing are closely connected. The task forces worked well previously in the creation of the Master Plan the Board would like to see task forces appointed again. Mrs. Bascom made the motion to approve the creation of the task forces to review and revise the Master Plan Chapters. Seconded by Mr. Carter. 7-0-0, motion approved.

Mr. Putnam stated he would like to see if any of the previous members would like rejoin the new task forces. Mr. Rescsanski stated that if one chapter is done per year it would keep the Town in line with the Ten-year requirement of updating the Master Plan. This year the Board plans to review and update two chapters.

Mr. Lincourt stated he would like to focus on the aging housing stock in Charlestown. Older housing contains lead paint and asbestos and most require renovation. There is grant funding from the State to do so.

New Business: Mr. Putnam moved the meeting to focus on the Historic District Ordinance. After a short discussion the Board believes a simpler Historic District Ordinance would have a more successful outcome.

Mr. Putnam would like to invite the Historic District Committee to the June 6th Planning Board meeting.

Administration:

Mr. Putnam moved the topic to the Planning Board Rules & Procedures. Ms. Emerson explained the major changes are layout and record retention. The Town does not have the storage to keep recordings for three years. The State RSA requires recordings to be kept until the minutes are approved. The rules and regulations now reflect the State RSA.

Communications:

a) **Board – Master Plan Discussion** None at this time.

b) **Public Participation:** None at this time.

Motion by Mr. Carter to adjourn at 7:46pm, seconded by Ms. Chaffee.
7-0-0, motion approved. Meeting adjourned.

Respectfully submitted,

Liz Emerson