

**Present:** Bob Frizzell - Chair; Sharon Francis - Vice Chair; Steve Neill - Ex Oficio; Doug Neill; Rosie Smith-Hull; Dick Lincourt; Terry Spilsbury.

**Alternates:** Gabe Bailey (Yet to be Sworn in); Patty Chaffee

**Absent:** Duane Wetherby

Bob Frizzell called the meeting to order at 7pm

**Minutes of meeting 1/21/20:** Motion by Rosie Smith-Hull, to accept the minutes of the meeting of 1/21/20 as presented, second by Sharon Francis. Amendments: Sharon Francis; p.3 para. 9 line 2 add "low quality" before "Mobile Homes". All in favor, minutes approved with amendments.

**Next meeting, 2/18/20:** 2 cases from Norm Cobb and Norm Beaudry for an annexation and a subdivision.

Bob Frizzell spoke about the Select Board being present at the previous meeting and the feeling that he has about their wanting to address the tax rate, also a recent conversation concerning the reimbursement package for the new Planning and Zoning Administrator. We have a good person in place who he feels is a good investment for the town.

**Flood Plain Review:** Liz Emerson spoke about the package that was sent to the board members and about having contacted FEMA concerning the errors. FEMA has asked for the errors to be noted and provided to them. The maps and zoomed in pictures have been prepared, looked over and the errors checked one by one.

Terry Spilsbury asked this is as simple as presenting the errors to FEMA and them making corrections, the consensus is that it will not be that simple.

Charlie Baraly mentioned that he has an email from FEMA concerning the flood plains and will forward this to Liz Emerson.

Bob Frizzell asked for Agreement to send the information to FEMA, the board is in agreement that the information is correct and the correspondence can be sent to FEMA.

**Floodplain Regulation Review:** Sharon Francis asked about the proposed regulations and requested modifications: p.2 #11, third line down: add "NH licensed engineer" to read "hydraulic analysis prepared by an NH licensed engineer for the Town of..."

Liz Emerson spoke about proposed changes to regulations by President Trump that she has to look into further. Terry Spilsbury explained the legal basis for "navigable" waters.

Dick Lincourt requested the following amendments: p.1, section 6.2 B 2: "application" should be "applications"; p.3 para. 7, line 2: "and area below and" should be "an area below an"

**Cobb LLC update:** Liz Emerson advised that Tom Cobb visited the town office to confirm that he is working on all the required items and weather is impacting progress. The Planning Board confirmed their agreement with the Cobbs working on meeting the requirements and expressed their appreciation for the work being done. Sharon Francis asked about electronic signs. Liz Emerson confirmed that as

these are inside the town has no jurisdiction. Sharon Francis confirmed that the beautification committee is working on fund raising for the raised bed. Liz Emerson confirmed that before any work can be carried out the boundaries of the Cobb property will need to be determined legally. Sharon Francis and Terry Spilsbury spoke about the planning discussions and decisions from 2019 concerning the extent of the Cobb property and taxes related thereto. Bob Frizzell asked about Liz Emerson's ability to determine boundaries before seeking to spend funds on legal advice. Liz Emerson confirmed that she will pose the question to New Hampshire Municipal Aid which is free to the town to assess the situation.

**Dollar General:** Liz Emerson confirmed that she is in contact with Dollar General Corporate and Novis who did the site work concerning the driveway to their Charlestown location.

**Violation status sheet:** Liz Emerson read through the Current Open Violations list which was sent out to the planning Board Members, the 2 Open Items for the Planning Board are signs without permits on Jones Road and the old Dr Keady building which are being followed up on.

Sharon Francis commented on signs at the A1 storage business on route 12 and requested Liz Emerson follow up on sign approval.

3 people living in trailers (campers): 1 of these has been contacted and the situation is that the home had a water supply issue and the people are staying in the camper until spring when repairs can be made. For the other 2 it may require police assistance as there is no contact information for either.

3 properties with outdoor storage are on Main Street and are being followed up on, one is R&K and the tires which were an issue have now been removed.

Dick Lincourt asked about outdoor storage issues: Liz Emerson clarified that this depends on the zone and whether the property is within 1500 feet of route 12 or 12A, "back" roads have more leeway.

Terry Spilsbury asked for clarification on junkyards and junk in r.o.w. This is to differentiate properties where junk is literally in the town right of way.

**USDA 504 Loan/Grant Funding:** Liz Emerson confirmed that she is looking to possibly use this source for owners of the low quality mobile homes and explained the maximum value of the loans and the repayment period. For residents over the age of 62 there are grants available for upgrades for life and safety issues.

**Communications:** Bob Frizzell spoke about an older couple who were viewing a property on the Old Claremont Road and asked about the level of taxes on the property. Hubbard Farms is looking to find a new breeding farm and is potentially looking at the same location but this is not appropriate land because of the well protection area. Patty Chaffee asked about possibilities for Hubbard Farms, Liz Emerson confirmed that the area is primarily in zone E. Patty stated there is a watershed overlay which will have to go through Dave Duquette about DES Watershed Best practices.

Terry Spilsbury asked if the Planning Board would like to discuss and express an opinion on the School Withdrawal Plan which has tax implications for the town. Liz Emerson commented that this should

probably stay separated. Terry Spilsbury further spoke to RSA 32:14:15 and the regulations for a budget committee. Bob Frizzell confirmed that he agreed with Liz Emerson that this should stay separate. Albert St Pierre asked if the schools can be a part of the Masterplan when it is compiled.

Sharon Francis spoke about Charlestown being the “poor” town compared to other towns and this is a disadvantage in many ways and in the Masterplan looking to see how Charlestown can improve its financial footing moving forward although this might not be in the State of NH Masterplan rules. Sharon Francis confirmed that she is kind of neutral on withdrawal and the more important point is to ensure a strong financial base for our children’s future.

Terry Spilsbury confirmed that he raised the issue not to see if a consensus could be reached although he feels that that would be good. 2 ideas as to why the planning board should be thinking about this issue: the first is the relationship between real estate tax rates and valuations and the causal relationship between the 2 which is not always seen. The second thought concerns spending and funding decisions not being in alignment.

Terry Spilsbury spoke about the current financial situation in Charlestown with real estate values.

Liz Emerson suggested that this be tabled until the next meeting.

Rosie Smith-Hull spoke about a notice in the paper tonight and asked what it concerns. This concerns changing companies and equipment in the Olsen property. Patty Chaffee confirmed that the company called the town office and confirmed that they were changing equipment and not the pole and therefore no permit is required.

Dick Lincourt spoke about SB306 from the last meeting, this is now RSA. Liz Emerson confirmed that the letter in favor of repeal has been sent out.

Dick Lincourt spoke about scope creep and commented that the town seems to have “sign creep” with additional signs appearing at businesses which are not necessarily attractive. This is something to watch and be aware of.

Sharon Francis spoke about the Masterplan and asked if the plan can be looked at and only areas that require specific updates and progress for the town be addressed.

Bob Frizzell called for a motion to adjourn at 8.30. Motion by Rosie Smith-Hull, second by Doug Neill, all in favor, meeting adjourned.

Sarah Davis  
Secretary