

Present: Terry Spilsbury - Chair; Alan Putnam; Dick Lincourt; Sharon Francis

Absent: Gabe Bailey; Jeff Lessels; Doug Neill

Alternates Present: Rosie Smith-Hull; Patty Chaffee

Select Board: Scott Wade; Bill Rescsanski

Public: Jim Fowler; Charlie Baraly; Jeremy Wood; Joe Cobb; Dick Holmes; Alissa Bascom, Phil Turner

Zoom: Carol Clark; Diane Town; Elaine Van Velsor

Employees Present: Liz Emerson; Sarah Davis - Secretary

Terry Spilsbury called the meeting to order and thanked the members of the public and Task Force members for attending. He then made a roll call of attendance.

There were no petitions for this meeting and therefore Terry Spilsbury turned the meeting over to the topic of Task Forces.

Community Facilities: Scott Wade confirmed that the draft for this Task Force will be completed 9/16. It was agreed that this Task Force will present to the Planning Board on 10/20 together with Transportation.

Energy, Utilities and Public Services: Patty Chaffee confirmed that for her Task Force it is just a matter of tying everything together, this Task Force will also be ready for 10/20.

Land Use and Housing: Dick Lincourt confirmed that his Task Force is approximately half way through their work and should be able to present in November. Terry Spilsbury asked for setbacks to be referenced in this chapter as well as Zone E development.

Education: Alan Putnam confirmed that their group is meeting with the school principals on 9/17. This Task Force should be able to present in November.

Natural Resources: Jim Fowler presented the draft Natural Resources chapter: speaking about the process used for moving from the 2007 chapter to the proposed draft including utilizing the Natural Resources Inventory and then read through the goals section by section.

Sharon Francis suggested edits to this chapter to focus on more specific details which she will email to Jim Fowler.

Forest Resources

Sharon Francis suggested including which boards and commissions would be responsible for carrying out the goals. Jim Fowler confirmed that this has been included where possible: Terry Spilsbury requested Jim Fowler look over the goals and add this detail where possible.

Dick Lincourt asked about a goal around ongoing forestry conservation: Jim Fowler agreed that this is something to include.

Phil Turner asked about where the priorities are and what costs are involved, it would be helpful to know the relative costs. Jim Fowler and Dick Holmes confirmed that the relative costs are unknown. Terry Spilsbury requested a cost estimation be added to the goals.

Agriculture Resources: No questions

Scenic Resources:

Liz Emerson will check on the Regional Planning Commission regulations and recommendations with regards to the development along major roads, specifically scenic views.

Patty Chaffee suggested adding in references for example to the state of NH website (to ensure the link is to constantly updated literature) or maps.

Water Resources:

Surface water: Liz Emerson will look into regulations from the Department of Environmental Services regarding vegetative buffers.

Wetlands: No questions

Floodplains:

Sharon Francis spoke about issues with FEMA maps: Liz Emerson confirmed that the inaccuracies have been noted by FEMA and the FEMA maps will be corrected once funding is available. The local mapping program is accurate. The maps included in the chapter are the local, accurate maps.

Groundwater Resources:

Discussion centered around water resources in town and their capacity.

Best Management Practices: No questions

Terry Spillsbury suggested a goals summary at the end of the chapter possibly under department, committee or commission headings.

Grant writing: Liz Emerson spoke about match requirements for grants, usually 20% is required: there are also in kind matches although these do not score well. The cash match is the preferred option.

Economic Development: Phil Turner presented the Economic Development Plan chapter draft confirming that this chapter is from scratch.

Bill Rescsanski asked about the cost of population growth. Phil Turner confirmed that there is slack demand in town; there are too few students for the educational facilities; excess water; excess land. The town is not close to its capacity. There are costs but these are not huge.

Patty Chaffee commented on the use of "Mill Rate" and suggested using "Tax Rate" to ensure everyone understands the terminology.

Sharon Francis spoke about including a break even analysis relative to households covering their associated costs which will assist in multiple chapters including economic development and land use. Phil Turner asked about a financial plan for the town which is currently lacking.

Dick Lincourt spoke about growing population not being a way to fix the tax problem as attested to by various costs of communities' services studies including Windham, NH. A discussion ensued on this subject.

Terry Spilsbury asked about further discussion this evening at 8.55, Dick Lincourt expressed his wish to look further at the chapter.

Joe Cobb spoke about the past and the population growth versus the tax rate growth. Over the last 30 years population has remained stagnant but taxes have increased. Everyone has a contribution as a part of the community; the town has to be smart. There are two options; either reduce the population or grow and embrace what the town has voted on; the school, and try to fix it.

Scott Wade asked about the Task Force having had discussions with CEDA. The Task Force includes CEDA Members: CEDA is scheduled to convene on 9/20 and will hopefully discuss the proposed economic development chapter. Phil Turner's hope is that CEDA will advocate for business in town. A discussion ensued on CEDA and its efficacy.

Sharon Francis spoke about information and assistance in effectively marketing the town of Charlestown.

Patty Chaffee suggested including information on available space for Mom and Pop businesses. Phil Turner spoke about recruiting an Economic Developer for the town to work with a grant writer.

Terry Spilsbury asked Phil Turner and the Economic Development Task Force to return at a later date to finish their draft presentation.

Terry Spilsbury asked Liz Emerson to go through her latest activities.

Emergency services maps: these are being updated for the first time since 2006.

Historical and Cultural Resources Master Plan Chapter: The first rough draft is finished

Still clarifying road classifications for roads which weren't adopted but might have been adopted but are private.

Mold and rats: 9 complaints of mold in apartments.

Dollar General has been in contact regarding their driveway report after 6 notices. The annual driveway report is the only one that has been actioned; the outdoor storage complaint is still outstanding.

Actions in town: 32 Hastings Court which is a former appliance store. The only concrete information is that it is going to be a hangout space for friends to congregate. A building permit has been approved for a camper plug; details have been provided about camper regulations: the situation is being monitored. The police chief has visited the site.

Elaine Van Velsor mentioned concerns about the changes at 32 Hastings Court and the works being done. Liz Emerson confirmed that there can be up to 2 campers permanently stored on a property as an accessory to a primary residence. A camper can be occupied for up to 6 months, provided that it is hooked up to water and sewer. This changes to up to 45 days out of the calendar year when there is no water and sewer hookup.

Elaine Van Velsor asked about a number of campers being on the site for a number of days. Liz Emerson confirmed that if there were to be multiple different recreational vehicles using the site for different periods then this could be considered as a business and an application would need to be made to the Planning Board for a Site Plan Review. Liz Emerson stated that she is not officially aware of such proposed activities at this time. A letter has been sent to the property owner and Liz Emerson is

awaiting a response to see what the exact plans for the site are. Patty Chaffee clarified that she could have friends bring 10 campers to her house for a get together and no one could do anything about it unless they were on the property for over 45 days.

Elaine Van Velsor mentioned traffic concerns including loud motorcycles on the weekends and asked the Planning Board to look hard at this matter. Sharon Francis clarified that although the loud motorcycles are a nuisance, that is not in the purview of the Planning Board.

Solar panels: As long as the area involved is under an acre according to the ordinance this is classed as small commercial solar and is permitted by a building permit in Zone E. A letter has been sent to the owner of the property on Sullivan Street requesting the size: the total lot size is 1.8 acres including the houses. Liz Emerson is monitoring the situation and proceeding with caution. Liz Emerson passed out maps with the zoning areas identified. Terry Spilsbury read out the specific regulation and confirmed that the Planning Board needs to revisit this regulation.

Elaine Van Velsor asked if there are any residents in the buildings. It was confirmed that one of the buildings is inhabited. She further went on to express serious concerns regarding the potential new club at 32 Hastings Court.

Sharon Francis asked about inviting the property owners of 32 Hastings Court and the solar property to the Planning Board to discuss their intentions. Liz Emerson has sent letters out to both property owners and will discuss this with them.

Terry Spilsbury asked for any other comments, seeing none he moved to approval of the minutes.

Minutes of the meeting of July 21st: amendments: Terry Spilsbury: p.1, para. 5, line 2 change “across” to “in front of”; p. 3, para. 3, line 5 change “...promote this is..” to “is to implement RSA 79E,” and remove “is” after “which” in the same sentence; p. 3, para. 5, line 3 add a period after “communications” and capitalize the “t” of “this” in the new sentence following; p. 3, para. 7, line 2 add a period after “at”, insert “They” before “also” and change “needs” to “need”; p.4, para. 2, line 1 add a period after “distributed” and capitalize the “t” of “the” in the new sentence; p. 4, para. 3, line 5, change “reformation” to reestablishment”; p. 4, para. 3, line 9 change “shut down” to “overwhelmed”; p.4, para. 3, line 11 remove “reformulate” and change “structured” to “situated”; Sharon Francis: p.1, para. 5, line 2 add “Road” after “Claremont”; Dick Lincourt: p.1, para. 5, line 6 change “trial” to “trail”

Motion by Dick Lincourt: To accept the minutes with corrections, seconded by Sharon Francis, all in favor, motion approved. Patty Chaffee abstained as she was not present at the meeting.

Terry Spilsbury called for a motion to adjourn at 9.40. Motion by Rosie Smith-Hull, seconded by Patty Chaffee, meeting adjourned.

Sarah Davis
Secretary