

**Temple Planning Board
Minutes
Tuesday, April 2, 2024
7:00pm, Temple Town Hall Annex**

Present: Christine Robidoux, Chair; Bruce Kullgren, Jr, Vice Chair; Murray Collette via Zoom; Russ Huntley; George Willard, ex officio, Select Board

Absent: Brian Kullgren, Carter Sartell

Guests: Jim Medeiros

Board Chair Christine Robidoux called the meeting to order at 7:07 pm.

Approval of Draft Minutes

March 19, 2024 Meeting

The minutes were discussed and George motioned to approve the minutes as amended. Bruce seconded. Approved by a roll call vote with all in favor except Christine who abstained.

Public Comment: None

Old Business

1. **Zoning Amendments:** Christine is updating the zoning document with the amendments that were approved by voters. Keith Charlton will assist with formatting, and Christine will forward the revised document to the board for review.
 - The Petition Warrant Article will require legal review because its verbiage about electing alternates conflicts with the state RSA. The town's lawyer will provide language to add to the article, referencing the RSA and explaining that the RSA overrules the method for choosing alternates. To completely resolve this issue (assuming the state RSA remains unchanged), the correct verbiage will be presented to voters as an amendment for 2025.
2. **GIS Mapping Conversion:** At the prior meeting, Jeff Littleton of Moosewood Ecological (ME) asked for an additional \$1000 to complete this mapping work.
 - a. The funding is coming from the same HOP grant that is funding the consultants, Carol Ogilvie and Ivy Vann; the grant balance is \$8762. Christine reached out to Carol and Ivy, and they agreed that \$7500 is enough to complete most of the remaining Master Plan work (the Planning Board may need to do a final "clean up"). Alternatively, we could allow the consultants to complete the work and then

approach the Select Board as needed for additional funding. It's also possible that we could ask for more grant funding.

- b. All agreed that having accurate maps is important for both the Master Plan and our Zoning. Russ motioned to give \$1000 of the HOP grant money to Jeff Littleton of ME to complete the maps. Bruce seconded. Approved by a roll call vote with all in favor. Christine will follow up with Jeff and Carol.
3. **Natural Resources Regulatory (NRI) Audit:** Bruce asked who was responsible for the Implementation Section. Christine clarified that the Implementation Section will be its own chapter in the Master Plan and is included in the HOP Grant Scope of Work. There is currently something similar in the Future Land Use Chapter of Temple's Master Plan. Jeff and Carol will both work on this. Jeff will present the Natural Resources Inventory results in Town Hall on April 17th at 6 PM.
4. **InvestNH Housing Opportunity Planning (HOP) Grant Update:** The steering committee continues the one-on-one interviews. Christine shared that there will be a new round of grant funding.
5. **Tax Map Updates:** The town office has the updated paper copies. Christine will arrange with Carol to update the files on the town website.
6. **NFIP-FEMA Flood Maps:** The deadline to appeal is May 28th; all the information is on the Planning Board page of the town website. Heather Shank is a Senior Planner at the NH Office of Planning and Development and she will present at the April 16th Temple Planning Board meeting.
7. **Subdivision Regulations:** Christine sent the revised document to Joe Driscoll and Russ has followed up with him. We are awaiting Joe's return from vacation.

New Business

1. **Election of Officers and Planning Board Members Responsibilities:** Bruce agreed to take the Chair position with everyone sharing in the responsibilities.
 - Cathy will create the agenda based on Bruce's notes, and work with Carole and Carol on posting.
 - Russ offered to run the Zoom meetings, handle tax map revisions, and guide folks through the application process.
 - Carter emailed earlier that she was willing to continue as Secretary. She will continue proofreading the minutes. Perhaps she can also help with posting for hearings?

- Christine will keep the website up to date and also alert us to legislative updates, webinars, and training.
 - Christine and Cathy will work on organizing documents and creating a central repository.
 - Bruce will handle the emails and other correspondence and redirect as needed. He will be the contact for NHMA and legal, and handle the clerk payroll.
 - Murray joined the meeting by Zoom.
 - No one from the board has been going to the CIP meetings. Russ and Murray will work together on attending as their schedules allow.
 - Christine motioned to nominate Bruce as the Planning Board Chair for the next year, 2024-2025. George seconded. Approved by a roll call vote with all in favor.
 - Bruce motioned to nominate Christine as Vice Chair. Russ seconded. Approved by a roll call vote with all in favor.
 - Bruce motioned to nominate Carter as Secretary. Christine seconded. Approved by a roll call vote with all in favor.
2. **Alternate Member:** We received a letter of interest from Jim Medeiros. Jim shared that he has lived in town almost three years and is currently an alternate on the Zoning Board (ZBA). Bruce asked about Jim's familiarity with Temple zoning. Jim has been researching subdivisions and ADUs and offered food for thought: the ADU does not work when the existing home is small (like his retirement home) and the other dwelling needs to be larger (like for his son's family). Bruce and Christine highlighted that serving on both the ZBA and Planning Board at the same time is allowed as long as Jim recuses himself from the same issue on one board or the other. Christine motioned to appoint Jim for 1 year term to complete Russ's Alternate term. George seconded. Approved by a roll call vote with all in favor. Jim joined the board at the table.
3. **Training for new members:** NHMA is offering a 2024 Right-To-Know Workshop on Meetings and Records on Wednesday, April 17th, online and in person. Cathy and Jim are interested in attending. Christine motioned to spend up to \$155 for Cathy and Jim to attend this training. Bruce seconded. Approved by a roll call vote with all in favor except for Jim who abstained. Cathy and Jim will sign up through Carole Singelais.

Work Session

1. **Driveway Regulations:** Murray shared that he spoke with the Fire Chief and will send him the revised version for review when it is ready. Christine pointed out that our zoning already defines Right of Way so we need to avoid conflicting definitions.

Other Business:

1. **Regional Impact Update: New Ipswich Subdivision Application, Brook Haven Farm LLC Appleton & Maki Roads, Map 6 Lots 20 & 20-9:** Christine attended the March meeting and noted that the New Ipswich Planning Board seemed frustrated by the multiple delays (the application process began in early 2023). The next meeting is April 17th.
2. **Site Plan Regulations Audit Results:** This is tabled until the Subdivision Regulations are finished.
3. **Filing Project:** Christine explained that New Ipswich has all of their files available online; their agendas link to a Dropbox folder which includes all the related documents. Christine and Cathy will explore how we might do this for Temple.
4. **Webinars & Trainings**
 - NH OPD Planning Lunches at Noon Webinar Series: “Welcome to the Board - 2024”, April 18th, 2024
<https://www.nheconomy.com/office-of-planning-and-development/what-we-do/municipal-and-regional-planning-assistance/osi-planning-and-zoning-training/monthly-webinar-series>
 - NHOPD Spring 2024 Planning and Zoning Conference, May 11, 2024, online from 8:45 AM to 3:30 PM. All sessions recorded and available for viewing at a later date. FREE.
<https://www.nheconomy.com/office-of-planning-and-development/what-we-do/municipal-and-regional-planning-assistance/osi-planning-and-zoning-conferences>
 - NHDES Drinking Water Source Protection Conference, Thursday, May 16, 2024, in Pembroke, NH.
<https://agwt.org/civicrm/event/info?id=379&reset=1>
5. Bruce shared a note from Brian Kullgren that HB1400 and HB1291 were passed by the NH House of Representatives and are headed to the Senate. These relate to parking and ADUs.
<https://newhampshirebulletin.com/2024/03/29/house-passes-two-bills-to-expand-housing-in-new-hampshire/>

Bruce motioned to adjourn the meeting. Russ seconded. Approved by a roll call vote with all in favor. Adjourned at 8:02 pm.

Next Planning Board Meeting:

Tuesday, April 16th, 2024 at 7:00pm, Temple Town Hall Annex

Presentation of Natural Resource Inventory - April 17th, 2024, 6 PM

Minutes respectfully submitted by Cathy Joly.

Attachments:

None