

Meeting Minutes
October 17, 2023
RO, KM, JS, BH, JA, RC, KG

**PLANNING BOARD
RINDGE, NEW HAMPSHIRE
October 17, 2023**

DATE: October 17, 2023

TYPE: Public Meeting

APPROVED: 11/7/2023

TIME: 7:00 pm

CALL TO ORDER: 7:00 pm

ROLL CALL MEMBERS: Roberta Oeser, Bob Hamilton, Kim McCummings, Julie Sementa, Rob Chamberlain, Joel Aho

ROLL CALL ALTERNATES: Kelen Geiger

ABSENT: Katelyn Smith

EX OFFICIO: Bob Hamilton

PLANNING DIRECTOR: none

APPOINTMENT OF ALTERNATES: Kelen Geiger to sit for Katelyn Smith

OTHERS PRESENT: Roniele Hamilton, Karl Pruter (7:30 PM)

Call to order and Pledge of Allegiance

Roll call by Chairperson

Announcements and Communications

Chairman Roberta Oeser said this meeting is being both video and audio recorded.

Kim McCummings said last Thursday was the last Farmer's Market for this season.

Julie Sementa said that the Oktoberfest Drive-Thru Dinner hosted by the Advent Lutheran Church will take place on Saturday, October 21, 2023.

Roberta Oeser said she attended the Land Use Conference on Saturday.

Approval of Minutes:

1. October 3, 2023

MOTION: Julie Sementa moved to approve the October 3, 2023 minutes as written. Kim McCummings seconded the motion. **Vote: 5-0-2** Joel and Rob abstained.

2. October 3, 2023 Non Public unsealed

MOTION: Julie Sementa moved to approve the October 3, 2023 Non Public minutes as written. **Vote: 5-0-2** Joel and Rob abstained.

Old Business/Continued Public Hearings

1. Zoning Amendments

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Chairman Roberta Oeser provided the Board with a handout covering some suggested Zoning Changes. She asked that they keep this and bring it to future meetings.

Roberta outlined the suggested changes/additions/deletions to include*:

- Zoning Ordinance, Article III, General Provisions, “I” adding a line to address density limits and ADUs.
- Zoning Ordinance, Article III, General Provisions, “O” to add manufactured homes.
- Zoning Ordinance Article III, General Provisions “S” to address off street parking for rentals.
- Zoning Ordinance, Article IV, Residential District, A. Uses Permitted, “1” to exclude manufactured homes as defined in Article XX, “24”.
- Zoning Ordinance, Article V, Res-Ag, A. Uses Permitted “5” to include manufactured homes in mobile or manufactured home parks.
- Zoning Ordinance, Article V, Res-Ag. A. Uses Permitted “7” to remove the section on Village Plan Alternative.
- Zoning Ordinance, Article IX, Business-Light Industry-A. Uses Permitted “1c” to add manufactured homes.
- Zoning Ordinance, Article XX, Definitions (24) to add manufactured home.
- Zoning Ordinance, Article XX, Definitions (35) to removed Village Plan alternative.
- Accessory Dwelling Unit Ordinance, Section 2: Purpose to allow for ADUs in legal non-conforming single family residential property in any Zoning district.

*Note: see each individual line item on the handout, Suggested Zoning Changes for suggested wording changes.

Board members discussed the suggested zoning changes. They decided to eliminate any changes to Article IX, Business Light Industry “A” Uses Permitted “1c”.

Chairman Roberta Oeser provided the Board with the proposed language for a Zoning Article to amend the Zoning Map on the Aho Property at Tax Map 4 Lot 3-1 (NH Route 119 near the Mass. Line). This amendment would change the Zoning Map from Business- Light Industry to Residential-Agricultural District.

Chairman Roberta Oeser said she does not think this Board will get to the Sign Ordinance this year.

New Business/ Public Hearings

1. Budget for 2024

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Chairman Roberta Oeser said she met with Finance Director, Laurie May and provided the Board with a worksheet showing the estimated cost of a full time Planning Director. It is important now to attain the funding for this position. The worksheet is based on \$90,000 per year (prorated for three months) with the full year's benefits. There is a change for Susan's hours. Chairman Roberta Oeser said they have spoken and she has left money in the budget should Susan feel she can take on more hours. Chairman Roberta Oeser said she put \$5000 in contracted services.

Bob Hamilton said that the Board of Selectmen are not in favor of hiring a full time Planning Director and that this request will have to go in front of the BAC (Budget Advisory Committee). Bob Hamilton asked what the hourly figure would be for this position at 28 hours per week. Chairman Roberta Oeser said the biggest problem in this town is the lack of planning and that the Planning Board voted for a full time position.

Rob Chamberlain said it seems a bit high and he is now questioning if we need someone full time for this position and at this cost.

Kelen Geiger asked if anyone has applied for this position thus far. Kelen said the ad on the website is gone and she hasn't seen this on the municipal website. What is going on? Kelen Geiger said she is not sure that a full time position is the way to go.

Julie Sementa said that this is a professional position. You cannot ask a professional to work part time and be paid less than what they are worth. Julie said we are in a no win situation. The BOS will not approve full time; the professionals are not going to work for less money. So, what is the solution? What are we going to do? We are arguing a problem that has no solution. We can hire someone not qualified at \$26,000 and we get what we get. And that is the end of the discussion. Can someone come up with something?

Joel Aho said he can appreciate the different positions regarding full time versus part time. Joel said Kirk Stenersen told him a full time position was needed and he puts a lot of weight on Kirk's opinion. However, Joel said, if we cannot find a part time person, if we cannot afford a full time person, then perhaps we can consider using contract labor to address these tasks that need to be addressed at this time.

Kim McCummings said it has been a long while since this Town had a full time planning director. Whoever comes in to be the Planning Director for this town will need time to learn about this town. Perhaps this can be accomplished at less than full time.

Chairman Roberta Oeser said that Kirk Stenersen felt strongly that this town needs a full time planning director. Roberta said our zoning needs a full work over. This will take a long time, perhaps a five year commitment.

Bob Hamilton said that there is a need for someone in the planning office, perhaps three days per week. Bob Hamilton said this would come out to about \$62,608 for part time.

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Chairman Roberta Oeser said she will put together the numbers discussed and send out the revisions.

Reports of Officers and Subcommittees

Chairman Roberta Oeser said she attended the Land Use Conference. She said it was really good. Some things to look at include:

- An entry authorization form needs to be signed for all subdivision and site plan applications.
- Abstain vote is considered to be a vote of the majority.
- Condo creation needs to be in subdivision regulations.
- Regulations for manufactured housing park.
- Currently, we ask for applications 21 days prior to meeting. We may want to change this to allow for more time for review. Roberta suggests 35 days
- Anytime an application is denied, you must have finding of facts. You can deny without prejudice and they can return.
- Regulating Airbnbs (Portsmouth has a good regulation that is working well)

Chairman Roberta Oeser said it is not at the point where education will be required of the planning board members but it is coming. If members have time to look at some of the short modules, she suggests it.

Planning Office Report

Roberta asked Board members to email her if they have any issues with the suggestions for zoning changes.

Other Business

Roniele Hamilton said that Roberta and Kim said there is a lot to be done in the Planning office. Why doesn't the planning office put together a list of what needs to be done so others understand what the goals of the Board are.

Meeting Adjourned at 8:38 PM

Respectfully Submitted,
Planning Office Staff