

**Town of Orford Planning Board  
Meeting Minutes – December 13, 2022**

*Board Members & Staff Present:*; Harry Osmer, Vice-Chair; Faith Knapp, Member; Jenn Carter, Select Board; Kenny King, Member (virtually); and Vickie Davis, UVLSRPC

*Board Members Absent:* Terry Straight, Chair; John Q. Adams, Select Board Representative; Nicholas Kellogg, Alternate; and Paul Griffin, Alternate

*Public Attending:* Charlotte Furstenberg (briefly virtually to check agenda)

**Item 1: Review of Meeting Minutes:** Harry called the meeting to order at 5:30 PM and determined that a quorum was physically present. The Board reviewed the minutes of the November 15, 2022 meeting. Harry made a motion to approve the minutes. Faith seconded the motion, and unanimous agreement followed.

**Item 2: General Discussions:** There was discussion if the brochure Vickie had sent out would be adequate to share at a Town Meeting information table for the Planning Board. There was agreement that it well represented the Board’s role, but Vickie emphasized that if they need to make any changes, she is glad to make them. Harry and Faith will attend the table, and Kenny will join them if he is available.

Vickie noted that the Tim and Mary Chase subdivision application had not been left out for the Board. She will email the map to the board members but will also check with Esther to make sure the paper copies are available for the Board. She left a message for Tim Chase that she had never received the abutters’ list which she had planned to pick up from the town office, but it was not available.

The Board discussed NH RSA 676:4 I (e)(1) as this Board has not reviewed it together. Vickie said previous Board members discussed that NH law does not define “Minor Lot Line Adjustment” so the practice is to treat all lot line adjustments the same and require a public hearing like any other subdivision. The Board concurred.

Vickie stated that she spoke with a representative of the Community Heart & Soul program at the NH Municipal Association conference. They are funded by the Vermont Country Store. They have programs that “provides municipal officials with a clear understanding of what matters most to their constituents—all the residents—and forges a partnership that builds on the first thing everyone has in common: they all live here.” The intent is to find cohesiveness in the town to be used in creating a Town that supports itself to be a livable home for all. A representative of Heart & Soul could come to Orford to discuss possible programs here and potentially partnering with neighboring communities. The Board discussed inviting the Select Board, the Conservation Commission, and possibly other committees or boards to be present for an initial discussion with Heart & Soul. The results of the program could be used to create a new Master Plan as well as for other municipal planning purposes.

There is a cost to this program which takes several months. Vickie also mentioned that the Mascoma Foundation may have grants to assist with the cost.

The Heart & Soul conversation led into a need for community services in the town. There used to be more services provided by non-profit organizations and volunteers. A need for food deliveries, lawn care, housecleaning, health care, fuel assistance as well as other fundamental needs would improve the quality of life for many who need assistance. There was talk about the need for privacy regarding those in need before help would be accepted.

Kenny suggested these are good topics for the Town Master Plan. He added that the Town of Plainfield has a paid staff person to assist with food deliveries to those in need. (*Note: See “Human Services” on Town of Plainfield website.*)

**Other Business:** There were no invoices to review.

There was discussion again that the various Boards might attract more volunteers if they were given an annual stipend like the Select Board to pay for expenses. Faith stated she will not be in town next month, but she might be able to attend virtually.

It was noted again that the terms for Kenny and Faith end in March 2023.

Faith made a motion to adjourn the meeting at 6:45 PM. The motion was seconded by Harry, and unanimous agreement followed.

Respectfully Submitted,  
Vickie Davis, UVLSRPC

**Tentative Meeting Agenda for January 10, 2023, 5:30 PM, Town Offices**

- Subdivision for Tim & Mary Chase for Tax Lot I93-9 on Route 25C