

**Town of Orford Planning Board  
Meeting Minutes – September 12, 2023**

*Board Members & Staff Present:* Terry Straight, Chair; Kenny King, Vice-Chair; Harry Osmer, Member; John Adams, Selectboard Representative; Vickie Davis, UVLSRPC

*Board Members Absent:* Faith Knapp, Member; Paul Griffin, Alternate; Nicholas Kellogg, Alternate  
*Public Attending In-Person:* Harry Burgess, Pioneer Surveying  
*Public Attending Virtually:* none

Harry Burgess just stopped by to drop off the final mylars for the two Green applications approved last month. Terry reviewed them for required changes before signing.

**Item 1: Review of Meeting Minutes:** Terry called the meeting to order at 5:45 PM after a quorum was present. The Board reviewed the minutes of the August 22, 2023 meeting. Harry made a motion to approve the minutes as written. Kenny seconded the motion, and unanimous agreement followed.

**Item 2: Subdivision Regulations Public Hearing:** Terry called the hearing to order at 5:47 PM. There was no public attending in person or virtually. Vickie had asked Harry Burgess about the possible requirement of the applicant providing a paper copy of the recorded mylar. He felt it would be easier to provide an electronic copy. The Board discussed this and determined that at this point a paper copy should be required as noted in the proposed amendments. The fees can be raised to pay for the copy and paid up front with the application fee. This will require updating the published fees and application forms.

The Board had reviewed all changes in previous meetings and on their own. There was no further discussion. John made a motion to accept the revised Subdivision Regulations as written. Harry seconded the motion, and unanimous agreement followed. Terry closed the public hearing.

**Other Business:** Vickie stated that she would like to continue revising the Rules of Procedure and bring them to the Board next month. There was a discussion about the alternates not attending the meetings. Terry had sent each of them a letter asking for a resignation, but he never heard back. Vickie will discuss this with legal services at NH Municipal Association in regard to NH RSA 673:13.

Harry made a motion to adjourn the meeting at 6:00 PM. The motion was seconded by Kenny, and unanimous agreement followed.

Respectfully Submitted,  
Vickie Davis, UVLSRPC

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

- Review of Rules of Procedure
- Master Plan discussion
- Long-Range Facilities Plan
- Social Services needs
- Community Heart and Soul meeting
- Invoices and mail