

**Town of Orford Planning Board
Meeting Minutes – November 14, 2023**

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

Board Members Absent: Paul Griffin, Alternate

Public Attending In-Person: Jake Burgess, Pioneer Surveying

Public Attending Virtually: Simon Thomson, Lisa Camarra, Piper Lounsbury

Item 1: Review of Meeting Minutes: Terry called the meeting to order at 5:30 PM. The Board reviewed the minutes of the October 10, 2023 meeting. Harry made a motion to approve the minutes as written. Kenny seconded the motion, and unanimous agreement followed.

Item 2: Minor Subdivision Application Public Meeting/Hearing with Pioneer Surveying for Mount Cube Farm, LLC: Jake Burgess of Pioneer Surveying submitted a mylar and paper maps dated October 2023 of Map 1-93, Lot 28 owned by the Mount Cube Farm, LLC on Route 25A. The subdivision is for three lots: two 15-acre lots (one with an existing house) and a 144-acre lot. All will have frontage on Route 25A, but because of topography and limited sight distance, the large lot would have shared access over one of the 15 acre lots. Jake stated they all have approved curb cuts. There were three waiver requests: plat scale; proposed location of wells and septic systems for undeveloped lots as over 15 acres; test pit locations as large lots. Faith made a motion to deem the application complete. Harry seconded the motion, and unanimous agreement followed. There were no questions or comments from the attending public.

Terry called the public hearing to order. Kenny made a motion to approve the waivers and the application. Harry seconded the motion, and unanimous agreement followed.

Item 3: Rules of Procedure Review: The Board reviewed the Rules of Procedure again with additional changes. Vickie reviewed the new changes. Faith made a motion to approve the amended Rules of Procedure. Kenny seconded the motion, and unanimous agreement followed.

Item 4: Other Business: Vickie suggested the definition of major subdivision be added to the application as it had created confusion for applicants. She later realized it was already there, so she highlighted the text to make it stand out better. Harry Osmer stated that he had resigned from the Board effective immediately. Terry Straight stated he would be resigning the following day. The Board discussed that Kenny is the Vice-Chair so he would become the new Chair. Ideas about how to increase Planning Board membership were discussed including appointments under NH RSA 673:12.

There was discussion that Paul Griffin is still not attending any meetings, but neither has he resigned. It was questioned if he is still a resident of Orford as he has a home in Massachusetts. Vickie will contact legal services at the NH Municipal Association to see if they can just drop him if he is not a permanent resident of the Town of Orford.

There had been some confusion on the website about the location of Curb Cut Regulations and application on the town web site under Selectboard or Planning Board. John stated that the issue had been resolved and both the application and regulations would be shared with future inquiries

about curb cuts. Both documents are now shared on the Planning Board page of the Town web site.

The proposed budget was discussed. John reported that the computer and software were rolled into the IT budget, the OWL would not be funded as it was determined there was not enough use for it, no stipends would be approved to be issued for Planning Board members. The Selectboard determined there should be more discussions about stipends with public input including assessment of all Boards and committees.

Harry made a motion to adjourn the meeting at 6:10 PM. The motion was seconded by Kenny, and unanimous agreement followed.

Respectfully Submitted,
Vickie Davis, UVLSRPC

Tentative Meeting Agenda for December 12, 2023, 5:30 PM, Town Offices

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