

Approved

Orford Planning Board

January 13, 2026 Meeting Minutes

**Town of Orford Planning Board
Meeting Minutes - January 13, 2026, Meeting**

Board members present: Paul Goundrey-vice chair; Caleb Day-secretary; Tom Thomson-member; Ruth Hook-member; Ann Green-member; Charlie Smith-selectboard member; Harry Osmer-alternate; Heidi Wilson-alternate.

Board members absent: Mark Adamczyk and Kelley Monahan

Public attending in person: Harry Burgess - Pioneer Land Surveying, Deb McGoff, Alan Bean, Brianna Bean, Ron Taylor, and JoAnne Fratus.

Public attending virtually: Renee Theall - UVLSRPC

Paul G. called the meeting to order at 5:32 PM. We have a quorum. Tom T. made a motion to appoint Harry O. to fill Mark A.'s seat. Ruth H. seconded. All in favor.

Item 1: Review Minutes from November 18th & December 9th meetings: Ruth H. made a motion to approve November 18th minutes with no corrections. Paul G. seconded. All in favor. Paul G. made a motion to approve the December 9th minutes with no corrections. Charlie S. seconded. All in favor.

Item 2: Update on McGoff Minor Subdivision: The board discussed and clarified that they had received the application on Dec 31st, which was past the application deadline for January's meeting, so it has been added to February's meeting. Harry B. clarified he was just updating the board on progress made with the application since December's conceptual meeting. Renee T. explained via Zoom that Pioneer Land Surveying had reached out to be added to the agenda to update the board. Renee T. also confirmed the application had been received and placed on February's agenda for review. Harry B. updated the board that they have prepared a survey plan and submitted the two proposed 2.5-acre lots to DES for a perc test. One lot will be residential, and one lot will be commercial. Ann G. asked if the abutters will be notified. Renee T. confirmed abutters will be notified for the February hearing. The board thanked Deb M. for coming to the meeting.

Item 3: Conn Valley Trucking Conceptual - Minor Subdivision: Harry B., representing Conn Valley Trucking (Ron Taylor), presented a proposed minor subdivision to 8-31-45 (128 acres). The proposed subdivision would create a 25-acre lot with roughly 1000ft of road frontage on 25A. Lot 45 currently has a woodlot access road, and they have applied for two additional driveway permits with the DOT. One to access the new lot, and the other would be another

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January 13, 2026 Meeting Minutes

access to Lot 45. Harry B. confirmed perc tests were done on the proposed lots and clarified that there is a large wetland on the proposed lot that has been marked on the survey plan. Harry B. presented 3 copies of the completed application to the board at the meeting per the regulations. Paul G. clarified that 3 copies had been given for the McGoff subdivision, and Harry B. confirmed. The board thanked Harry B. for presenting the conceptual.

Item 4: Cell Tower Ordinance Discussion: Ann G. asked if there should be a warrant article to form a committee to discuss the cell tower ordinance. Tom T. reminded the board that the mailer sent in the summer of 2024 showed overwhelming support for revision of the telecommunications ordinance. The board discussed this and felt it would be helpful to create a subcommittee with members of the board and citizens. Charlie S., Tom T., and Ruth H. expressed interest in serving on the subcommittee. Charlie S. felt Heidi W. would like to serve on the committee and wondered about the rules behind alternates serving on committees. Renee T. to reach out to legal to confirm whether an alternate would be considered a board member or a citizen serving on a board. Ruth H. asked if the selectboard member is considered a member of the planning board. The board confirmed they are a member. Paul G. asked if we should reach out to the public via the list serve to gather interested citizens to serve on the committee and appoint members to the committee next month. The board discussed and felt we should appoint the board members to the subcommittee this month. Caleb D. offered to post on the list serve to look for citizens to serve on the subcommittee. The board also suggested placing a flyer in the Post Office. The board outlined the purpose of the subcommittee: To explore revisions to the February 5, 2001, Telecommunication Ordinance in response to the mailer completed by the citizens of Orford in the summer of 2024. And to make recommendations to the full Orford Planning Board. The committee will be 5 members: 3 planning board members and 2 citizens. Caleb D. felt Heidi W. should serve on the committee as she has provided the board with lots of research up to this point. Charlie S. stated that once the board hears from legal counsel. If Heidi W. cannot serve on the committee, Charlie S. would step down and allow her to serve in his place. Paul G. appointed Tom T., Ruth H., and Charlie S. to serve on the subcommittee. JoAnne F. expressed interest in serving on the subcommittee. The board discussed when recommendations should be given by the subcommittee. Renee T. clarified that the planning board has to hold a public hearing on the amendment prior to bringing a warrant article to a town meeting. The board discussed the timeline and set a date for recommendations from the subcommittee to be given by September 30th, 2026.

Other Business:

Heidi W. asked if all the previously approved planning board minutes have been submitted, as the website has no minutes since September 2025. Caleb D. confirmed all approved minutes have been submitted to Esther M. and will reach out to confirm she has received them.

Approved

Orford Planning Board

January 13, 2026 Meeting Minutes

Ruth H. asked who is responsible for letting new alternates know they need to be sworn in after being approved by the board. The board agreed it was a group effort and advised both Heidi W. and Harry O. go see Debbie Hadlock to be sworn in as alternates before the February meeting.

Harry O. confirmed with the board that the meetings are on the 2nd Tuesday of each month. Expect when town meetings and state/federal elections fall on the 2nd Tuesday. In this case it would be the 3rd Tuesday of the month.

-Review any invoices/mail: No new invoices/mail

Respectively submitted, Caleb Day, Orford Planning Board Secretary.

Tentative Meeting Agenda for February 10, 2026, 5:30 PM Town Offices

- McGoff Minor Subdivision
- Conn Valley Trucking Minor Subdivision
- Cell Tower Ordinance Discussion

Tom T. made a motion to adjourn the meeting at 6:40 PM. Ruth H. seconded. All in favor.