

Approved

Orford Planning Board

May 12, 2026, Meeting Minutes

**Town of Orford Planning Board
Meeting Minutes - May 12, 2026, Meeting**

Board members present: Paul Goundrey-chair; Ruth Hook-vice chair; Caleb Day-secretary; Tom Thomson-member Kelley Monahan-member; Charlie Smith-selectboard member; Heidi Wilson-member; Harry Osmer-alternate; Renee Theall-UVLSRPC.

Board members absent: none

Public Attending: none

Paul G. called the meeting to order at 5:33 PM. We have a quorum.

Item 1: Review Minutes from April 14th Meeting: Ruth H. pointed out her vote was missing from the roll call to seal non-public minutes. Caleb D. to add. Kelley M. made a motion to approve the corrected minutes. Ruth H. seconded. All in favor

Item 2: Lot Merger Application for 24 Montfort Farm Rd, Map 8-93 Lot 24F & Map 8-93 Lot 24G: Renee T. confirmed applicant is currently working with the mortgage holder to provide written consent per RSA 674:39-a. Application deemed incomplete at this time and has been moved to next month's meeting.

Item 3: Cell Tower Subcommittee update: Heidi W. updated the board on the research being done by the subcommittee on discussions with emergency services and local dispatch, as well as the economics of whether there is enough business in Orford for cell towers. Tom T. confirmed he had contacted two tower companies: Atlantic and American Tower. The representative from Atlantic Tower reviewed Orford's ordinance. Tom T. to reach out to a representative of Atlantic Tower to schedule an informational meeting with the board.

Item 4: Review Waiver Requests Process Review: The board agreed to move this item to next month. Kelley M. to provide the board with several samples of neighboring towns' waiver request forms.

Item 5: Floodplain Ordinance & process - Review: Paul G. discussed with the board that he will reach out to UVLSRPC for a sample of an updated floodplain ordinance to bring before the board. The board discussed the discrepancies in different flood plain maps, and that Orford is still being updated according to the FEMA map. Renee T. to reach out to members of OPD to talk with the board about the flood plain in Orford. Charlie S. confirmed the ZBA is being updated and is looking to add members.

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Other Business:

Paul G. spoke to Rick Ullrich about serving as an alternate on the board. Caleb D. confirmed the board has received his letter of interest and has forwarded it to the rest of the board.

Renee T. reminded the board that the UVLSRPC contract is up on June 30th and passed out drafts of the contract. Copies were made for each board member to review at next month's meeting.

Kelley M. confirmed with the board the procedure of mylar being signed, then given to the selectboard member to be given to Esther M., and then mailed to the Register. These steps should also be outlined in the minutes.

Renee T. confirmed she would put together updated materials for all planning board binders.

-Review any invoices/mail: Paul G. signed the monthly retainer invoice.

Respectfully submitted, Caleb Day, Orford Planning Board Secretary.

Tentative Meeting Agenda for June 9, 2026, 5:30 PM Town Offices

- **Lot Merger Application 24 Montfort Farm Rd.**
- **Telecommunications subcommittee update**
- **Review Waiver Requests process review**
- **UVLSRPC contract**

Tom T. made a motion to adjourn the meeting at 6:39 PM. Charlie S. seconded. All in favor.